



UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR

24

DRAFT

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NEW ORLEANS REGIONAL PLANNING COMMISSION

UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR 2024

APPROVED BY THE RPC TRANSPORTATION POLICY COMMITTEE: XX/XX/2023

REGIONAL PLANNING COMMISSION

10 VETERANS BOULEVARD

NEW ORLEANS, LA 70124

www.norpc.org



**Federal Highway
Administration**



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INTRODUCTION & OVERVIEW

PURPOSE OF THE UNIFIED PLANNING WORK PROGRAM

The Unified Planning Work Program (UPWP) describes the federally funded transportation planning activities that the Metropolitan Planning Organization (MPO) will conduct and the products that will be created in state fiscal year 2023 (July 1, 2023 to June 30, 2024). The UPWP covers four Metropolitan Planning Areas (MPAs) in southeast Louisiana: New Orleans, South Tangipahoa, Slidell, and Covington- Mandeville.

FY 24 CHALLENGES AND PRIORITIES

The Infrastructure Investment and Job Acts (IIJA), passed by Congress in 2021, defines the framework under which the agency will operate in the coming fiscal year. Priorities identified in the bill are in-line with those already underway at the MPO: maintaining the existing system, decreasing greenhouse gas emissions by increasing mode share of non-single occupancy vehicle travel and facilitating electrification of the system, hardening and adapting infrastructure against climate impacts, improving safety for vulnerable travelers, better integration with housing and land use, and doing all of these things through a lens of equity and universal accessibility.

The planning challenges faced by each of the MPAs are unique and are described in the introductions to each respective section. However, there are some challenges that our region shares. Fatality and serious injury rates continue to rise since 2020, both in rural and urban areas, particularly among pedestrians and bicyclists. Ensuring the safety for all modes of travel is a regional and state priority.

The increasing severity of intense rainwater events and the frequency and intensity of tropical storms highlight the urgency of hardening the transportation system, reducing greenhouse gas emissions from the transportation sector, and moving toward a transportation system that can function in the face of both periodic and chronic shocks and stressors. Fortunately, recent legislation provides several new initiatives that will aid the MPO in tackling these issues. The PROTECT Act aims to increase the resiliency of our transportation systems, and the Carbon Reduction Program provides funding for planning and programming of projects that will decrease greenhouse gas emissions. These emphasis areas are reflected in the UPWP.

Maintenance and/or hardening of existing infrastructure remains a priority for MPO. While increase roadway and lane mileage remains a last resort, the introduction of projects that provides more options to travelers that single occupancy vehicles, as well as strategic operational improvements to the transportation system, are considered as more cost-efficient means of increasing overall roadway capacity and traveler throughput.

Economic development priorities include improving job and job training access via all modes, as well as ensuring functionality of the region's vast freight and intermodal network through strategies identified in the 2022 Freight Mobility Plan.

Underlying all the MPO's planning efforts is a dedication to ensuring that the benefits we gain from our transportation decision making process are accrued by the parts of our community that have been historically neglected, that the negative externalities are not born by the same, and that those that often do not have a voice in the planning process are heard.

WHO WE ARE

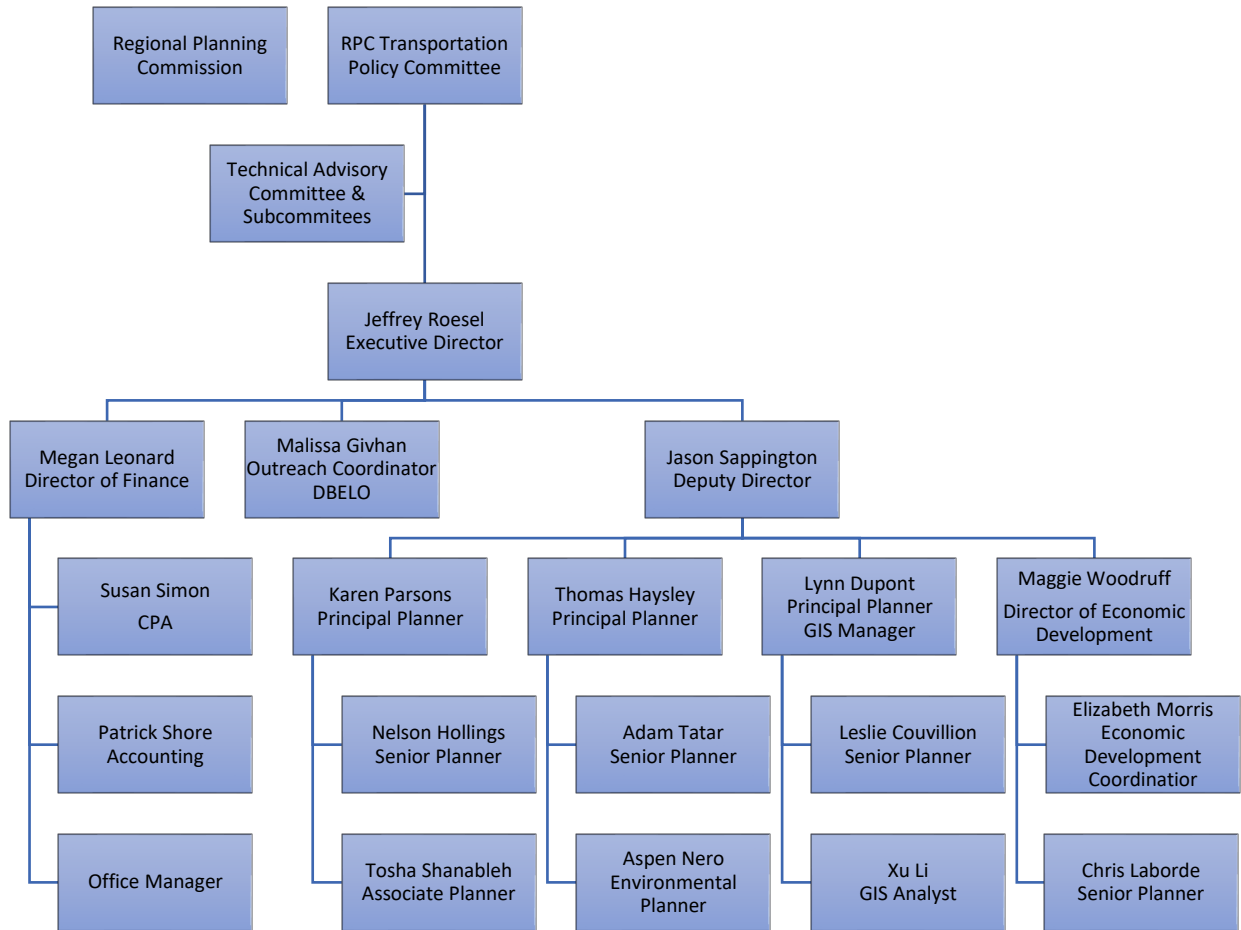
The Regional Planning Commission (RPC) is a board of local elected officials and citizen members from Jefferson, Orleans, Plaquemines, St. Bernard, St. Charles, St. John the Baptist, St. Tammany, and Tangipahoa Parishes. The group deliberates and collaborates matters of regional importance, including economic development, environmental planning, and transportation. Membership of the RPC can be found in Appendix A.

The Transportation Policy Committee (TPC) of the RPC is the Metropolitan Planning Organization for four Metropolitan Planning Areas: New Orleans, Mandeville-Covington, Slidell, and South Tangipahoa. The TPC is the decision-making body regarding transportation planning and programming. The TPC is made up of the membership of the RPC, plus representatives from the region's major transportation modal interests and other elected officials. Membership of the TPC can be found in Appendix B.

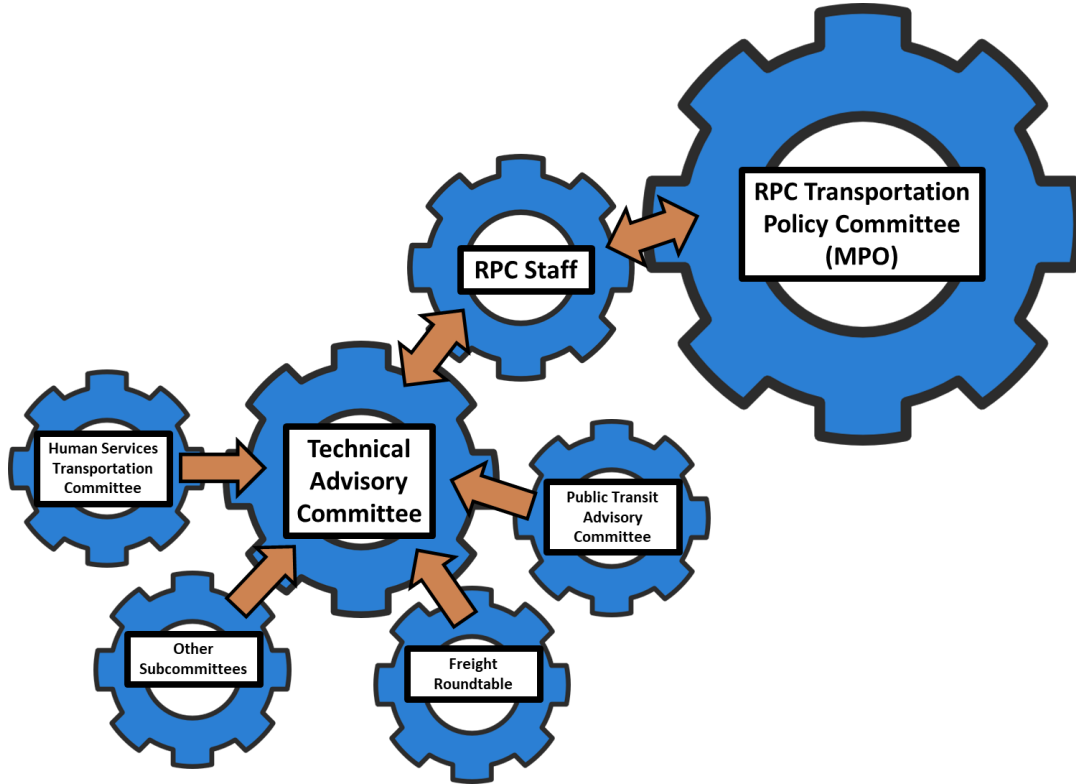
The Technical Advisory Committee (TAC) is made up of engineers, planners, advocacy organizations who meet quarterly with Staff to discuss best practices and local planning priorities, and to assist in selecting and scoping future planning efforts. The TAC also makes recommendations to the TPC regarding approval of the UPWP, the Metropolitan Transportation Plan, the Transportation Improvement Program, and other major policy publications created by MPO staff.

The staff of the RPC represents multiple disciplines, including transportation planning, economic development, environmental planning, geospatial professionals, public health, landscape architecture, public administration, and accounting. The staff is charged with fulfilling the directives of the MPO and the mandates of the federal and state departments of transportation.

MPO & STAFF ORGANIZATION

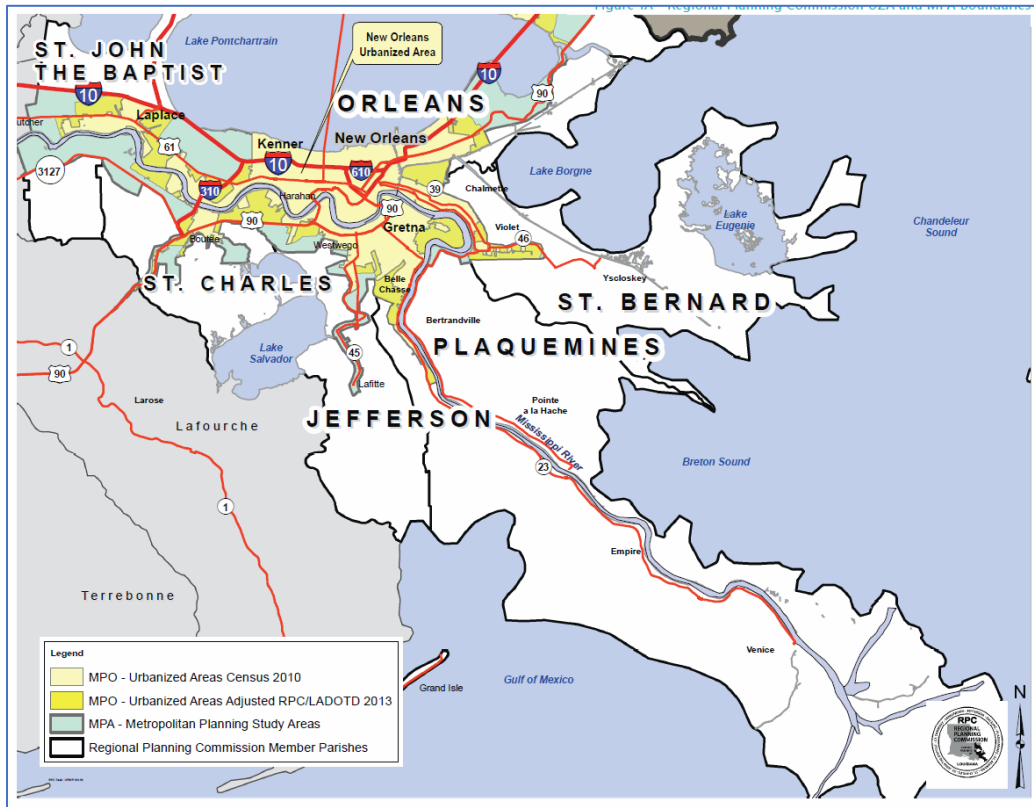


ADVISORY COMMITTEE STRUCTURE



Technical Advisory Committee	<p>The Technical Advisory Committee (TAC) provides input into the metropolitan planning process. The TAC assists in setting planning policy and priorities and recommends studies for inclusion in the Unified Planning Work Program. The TAC also provides a forum for collaboration and peer support for technical staff from throughout the region.</p>
Staff	<p>With input from the public and from the TAC and its subcommittees, staff advises the RPC and the TPC on planning priorities, ensures that all federal and state planning requirements are met, and works toward implementing the vision of the metropolitan transportation plan.</p>
Human Services Transportation Committee	<p>The region's human services transportation providers meet quarterly to direct RPC's transportation planning for the elderly and disabled.</p>
Freight Roundtable	<p>Representatives from the region and the state's maritime, rail, freight, trucking, and airport industries meet quarterly to cooperatively plan the future of freight mobility in the region.</p>
Public Transit Advisory Committee	<p>Representatives from our region's public transit agencies meet regularly to coordinate on transit funding, upcoming initiatives, and policymaking.</p>
Other Subcommittees	<p>The subcommittees operate at the discretion of the Technical Advisory Committee. At times new initiatives will require new subcommittees or changes to those that already exist. Given the ever-evolving nature of metropolitan planning these changes sometimes become permanent.</p>

NEW ORLEANS METROPOLITAN PLANNING AREA



The New Orleans Metropolitan Planning Area (MPA) is in southeast Louisiana. It includes the urbanized of Jefferson, Orleans, Plaquemines, St. Bernard, St. Charles, St. John the Baptist Parishes. In 2020 the UZA had a total population of 921,653 people.

Within the New Orleans MPA there are 1,781 miles of Federal Aid roadways, including one interstate highway, I-10, and three interstate spurs. There are five transit providers that, in 2019, provided over 20 million trips to passengers on buses, streetcars, and ferries.

Two of the four seaports in the urbanized area, the Port of South Louisiana and the Port of New Orleans, are among the largest in the world. There are six Class I railroads, providing access to over 132,000 miles of track across North America. The Louis Armstrong New Orleans International Airport is in the city of Kenner.

The New Orleans MPA, largely constrained by water and marsh, has few opportunities for physical growth beyond infill development, so growth is taking place primarily through infill development. Roadway expansions are similarly difficult, and capacity increases must come through geometric/operational improvements and increasing modal splits. The geography of the region makes it highly susceptible to flooding due to tropical storms and, increasingly, significant non-tropical rain events.

The primary challenges/opportunities facing the planning area are, therefore, maintaining existing infrastructure, increasing mode share beyond single occupancy vehicle, and building resilience in the transportation system.

PLANNING FACTORS

This UPWP is undertaken pursuant to and in compliance with the provisions of 23 USC 134(h)(1) and regulatory authority of 23 CFR 450.308. It has been developed with consideration of the planning factors for metropolitan transportation planning, as described in the Bipartisan Infrastructure Law.

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

The following table demonstrates how the tasks defined in the UPWP contribute to these planning factors in the New Orleans MPA.

	A-1	A-2	A-3	A-4	B-1	C-1	D-1	E-1
Economic Vitality	*	*	*	*	*	*	*	*
Safety	*	*	*	*	*	*		
Security	*	*	*	*	*	*		
Accessibility and Mobility	*		*	*	*		*	
Environment	*	*	*	*	*	*	*	*
Modal Connectivity	*	*	*	*	*	*	*	
Efficiency	*	*	*	*	*	*	*	*
Preservation	*			*	*	*	*	*
Resilience	*	*		*	*	*	*	*
Travel and Tourism	*	*	*	*		*		

FUNDING TABLES: BY SOURCE

Task	Description	FHWA PL	PL Match	FHWA Total	FTA 5303	FTA Match	FTA Total	Total
A-1.24	Traveler Mobility and Accessibility	475,000	118,750	593,750				593,750
A-2.24	Land Use and Environmental	462,698	115,675	578,373				578,373
A-3.24	Freight and Intermodal Planning	340,000	85,000	425,000				425,000
A-4.24	Metropolitan Planning	360,000	90,000	450,000				450,000
B-1.24	GIS and Data Management	190,000	47,500	237,500				237,500
C-1.24	Public Transit				344,565	86,141	430,706	430,706
C1C24	Regional Human Services Coord. (DOTD)				15,000		15,000	15,000
D-1.24	Public Outreach and Civil Rights				120,000	30,000	150,000	150,000
E-1.24	UPWP Management	250,000	62,500	312,500				312,500
Total		2,077,698	519,425	2,597,123	479,565	116,141	595,706	3,192,829

Tasks	FHWA PL	PL Match	FTA 5303	FTA Match	Total
A	1,637,698	409,425			2,047,123
B	190,000	47,500			237,500
C-1.22			344,565	86,141	430,706
C1C22 (DOTD)			15,000		15,000
D			120,000	30,000	150,000
E	250,000	62,500			312,500
TOTAL	2,077,698	519,425	479,565	116,141	3,192,829

Notes:

No non-FHWA or non-FTA funds are used for planning for other modes.

All FHWA and FTA grants are provided at 80%, with 20% matching local funds.

FUNDING TABLES: BY RECIPIENT

Task	Description	RPC	Contractual				Total
			Cont. PL	New PL	Cont. FTA	New FTA	
A-1.24	Traveler Mobility and Accessibility	260,000	80,000	253,750			593,750
A-2.24	Land Use and Environmental	300,000		278,373			578,373
A-3.24	Freight and Intermodal Planning	350,000		75,000			425,000
A-4.24	Metropolitan Planning	450,000					450,000
B-1.24	GIS and Data Management	237,500					237,500
C-1.24	Public Transit	430,706					430,706
C1C24	Regional Human Services Coord. (DOTD)	15,000					15,000
D-1.24	Public Outreach and Civil Rights	150,000					150,000
E-1.24	UPWP Management	312,500					312,500
Total		2,505,706	80,000	607,123			3,192,829

Task	RPC	Contractual				Total
		Cont. PL	New PL	Cont. FTA	New FTA	
A	260,000	80,000	253,750			593,750
B	300,000		278,373			578,373
C	350,000		75,000			425,000
C1C22	450,000					450,000
D	237,500					237,500
E	430,706					430,706
Total		2,505,706	80,000	607,123		3,192,829

Notes:

Contractual Funding is for work contracted to another party, i.e., a consultant. RPC funds are for staff.

Continuing PL funds are dedicated to complete work started in the previous FY using funding from the current FY. Per LADOTD Policy, no PL Funds are eligible for "carryover" from previous Fiscal Years

A-1.24 ACCESSIBILITY, MOBILITY, & SAFETY

GOAL

A regional surface transportation system that is safe, well maintained, dependable, and useful for all users.

OBJECTIVES

- Streets that are safe to use by the most vulnerable members of our community
- Streets that are platforms for community wealth building and neighborhood vitality
- Streets, roads, and bridges that are maintained at levels commensurate to their value to the community
- Models that reasonably forecast conditions in a proposed transportation system
- Reliable methodologies for measuring conditions in the existing transportation system
- Accountability and guidance derived through consistent goal setting and performance measurement

FY 23 MAJOR PRODUCTS

- Study on bicycle routes and safety in Laplace
- Study on multi-modal use of I-10 service roads in New Orleans East
- Annual report on performance measures
- Demand model updates

SUBTASKS

A-1A: COMPLETE STREETS AND SAFETY

- **Regional Guide:** Staff will scope and begin work on a regional Complete Streets guide. The guide will define Complete Streets through an updated MPO policy, and will provide a framework for identifying opportunities and implementing complete streets improvements on the region's streets. The document will be tailored to characteristics of the New Orleans urbanized area (as well as the northshore, per MC-1, SL-1, and T-1).
- **Scoping:** All modes will be considered during the study scoping process, including multi-modal travel data collection, crash data, potential for physically separating non-motorized from motorized traffic, potential for other non-motorized safety countermeasures, connectivity of the overall bicycle and pedestrian network, and the demographic and physical characteristics of the study's area of interest. Work in this subtask is intended to meet the mandates promulgated of the IJA (PL 117-58), specifically Section 11206(b).
- **Safety Data:** Staff will conduct an annual review of regional safety data during Q2 to identify injury and fatality hot spots. The resulting analysis will be used to inform the TAC in FY 25 study selection. Tasks undertaken thereto will be mindful of the State Highway Safety Plan as promulgated by LADOTD and consistent with FHWA guidance as described in 23 CFR 924.9
- **Incident Management:** Staff will coordinate with local and national disaster management and emergency response stakeholders on a quarterly basis, to prepare for hazards and threats to the transportation system and identify strategies for incident response and recovery.

- **Performance Measures:** Pursuant to 23 USC 150, the MPO will either concur with LADOTD Highway Safety Improvement Program’s five safety performance targets, or will set its own targets, by February 27, 2024. Updates to progress will be documented in the annual report, completed in spring of 2024.

Task A-1a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Complete Streets Guide Scope				
Complete Streets Guide				
Safety Data Memo				
Safety Performance Report				

A-1B: SURFACE TRANSPORTATION WORKING GROUP

- **Creation:** Staff will work with the TAC to convene a subcommittee focused on maintenance, operations, and policy regarding the public street right-of-way. Membership and specific activities of the group will be determined at that time.
- **Complete Streets:** The working group will be assigned oversight of the Complete Streets activities described in A-1a.

Task A-1a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Creation of Working Group				

A-1C: SUB-AREA & CORRIDOR STUDIES

- **Scoping:** Study scoping will take place at the corridor or sub-area level, considering the interaction of surrounding land uses and the transportation system, multi-modal alternatives, access management, and wide-scale travel impacts of proposed improvements.
- **Physical Barriers:** Staff will develop and implement a methodology to identify physical barriers in the transportation system that impede bicycling and walking between origins and popular destinations, such as high-capacity roadways, canals, etc., with emphasis on socially vulnerable communities or where there is otherwise a record of safety hazards and incidents. This methodology will be described in a memorandum, to inform the Complete Streets Guide in Task A-1A.
- **Connectivity:** Studies conducted in FY 24 will prioritize ensuring that the a) the bicycle and pedestrian network in the study area does not include gaps and b) the overall transportation network provides alternative routes for travel between origins and destinations.

Task A-1b Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Physical Barriers Memo				

A-1D: PRESERVATION

- **Coordination:** Staff will coordinate with state and local officials to identify segments of roadways and/or bridges that require overlays, rehabilitation, and other preservation methods.
- **Preservation Programs:** Staff will work with local parishes to create systematic, multi-year programs for conducting preservation on Federal-Aid roadways.
- **Performance Measures:** Pavement and bridge condition targets were adopted by the RPC in March of 2023 (FY 23). RPC will work with FHWA, the state, and local governments toward achievement of these targets, and will include progress in an annual report in spring of CY 2024.

Task A-1c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun



A-1E: TRAVEL DEMAND MODELLING

- **Development:** The existing four-step model will be maintained in-house and by a contractor. Staff will scope and pursue procurement of a substantial model update.
- **Execution:** Staff will use the model on a project-by-project basis to provide future travel demand scenarios based on projected demographics and network geometry. Staff may also provide model outputs to partner stakeholders and other requestors, depending on the nature of the request and the appropriateness of the model’s use for these proposals.

A-1F: CONGESTION MANAGEMENT

- **Congestion Management Process:** Staff will continue to implement the Congestion Management Process (CMP). The CMP is iterative and ongoing, and includes monitoring congestion on major roadways, identifying bottlenecks on the congestion management system, and proposing network improvements. This subtask is intended to identify strategies and initiatives that address implementation mandates via the New Orleans UZA Transportation Improvement Program (TIP) per 23 CFR 450.322.
- **Transportation Demand Management:** Beyond multimodal improvements described elsewhere, studies will emphasize other transportation demand management and operational improvements to relieve corridor congestion, including geometric modifications and signal upgrades. Opportunities for corridor length or system-wide signalization plans will be pursued.
- **Performance Measures:** Congestion and reliability performance targets were adopted by the RPC in March of 2023 (FY 23). RPC will work with FHWA, the state, and local governments toward achievement of these targets, and will include progress in an annual report in spring of CY 2024.

Task A-1e Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Congestion Performance Report				

A-1G: SYSTEM SURVEILLANCE

- **Routine Traffic Counting Program:** Staff will conduct its annual traffic counting program in Fall 2023 through Spring 2024, addressing roadway segments where counts are at or over 3 years old, or where conditions otherwise warrant a more up-to-date measurement.
- **Routine Non-Motorized Counting Program:** Staff will design and test a routine counting program for bicyclists and pedestrians.
- **Project Based:** Study scoping will include, as appropriate, the collection of average daily traffic, peak travel periods, vehicle speed, intersection level of service, and other traffic data. Scoping will also include counts of bicycling and walking at identified locations in the study area.

Task A-1e Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Routine Traffic Counting				

A-1H: INTELLIGENT TRANSPORTATION SYSTEMS (ITS) AND INCIDENT MANAGEMENT

- **ITS Architecture:** Staff will coordinate with the state to ensure that the regional ITS architecture is up to date. Updates requiring systems engineering reports, if any, will be conducted in coordination with LADOTD, FHWA, and local agencies.
- **Emergency Preparedness Partnership:** Staff will host quarterly meetings of the Partnership.

A-1I: FEDERAL AID NETWORK

- **Identification:** Urbanized boundaries were delivered from the US Census in Q3 of FY23. Staff will coordinate with local agencies, LADOTD, and FHWA to identify any necessary updates to the Federal Aid network in Q1 and Q2 of 2024.

Task A-1i Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Routine Traffic Counting				

A-1J: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.
 - **Traffic Data:** Procurement or renewal of a software as a service application used by staff to inform traffic surveillance and planning, will take place in Q3.

A-1K: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR PRODUCTS

- Complete Streets Guidebook
- Federal Aid Network Map
- Routine Traffic Counts

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	260,000	FHWA	475,000	
Consultant	333,750	State/Local	118,750	RPC
Total	593,750			

At least 2% of PL funding, \$41,553, is dedicated to Complete Streets Planning under task A-1a. Match for this amount is \$10,388, for a total of \$51,942.

STAFFING

Supervisor: Jeff Roesel, AICP

Estimated Staff Hours:

A-2.24 RESILIENCY AND LAND USE

GOAL

Planning for transportation systems that will endure stress caused by natural disasters, and that will further support resilient communities through encouraging sustainable development, contributing to stormwater management, improving public health and, where necessary, providing safe evacuation facilities.

OBJECTIVES

- Transportation facilities that are resistant to chronic and acute climate and weather stressors.
- Transportation or transportation adjacent facilities and features that contribute toward the public health of communities that face challenges from climate and weather.
- A resiliency plan that identifies assets and vulnerabilities in both communities and within existing infrastructure that are impacted by climate threats and prioritizes measures to improve resilience.
- A unified land use and transportation planning approach that considers the impacts of transportation investments on accessibility to housing, services, and public health.

FY 23 MAJOR PRODUCTS

- Scoping for Resiliency Plan

SUBTASKS

A-1A: REGIONAL RESILIENCY PLAN

- **Plan Development:** RPC intends to develop a regional resiliency plan in FY 24. The plan will consist of multiple reports which will be published upon completion. The plan will guide staff's efforts by assessing risks to transportation infrastructure and communities and providing potential means to mitigate or avoid climate disruption. The plan will assist in prioritizing projects for funding under PROTECT Act, FHWA's Carbon Reduction Program, and other programs with similar objectives. The plan will include, at a minimum, the following:
 - *Baseline Conditions Report*, a regulatory and historical framework and an identification of climate vulnerable infrastructure and communities
 - *Resilience Improvement Plan and Carbon Reduction Strategy*, A methodology for prioritizing projects for funding under PROTECT, the Carbon Reduction Program, and other programs
 - *Associated Reports*: Reports that address regional vulnerability and assessment that are transportation adjacent or not directly related to transportation infrastructure, such as social vulnerability, economic development, air quality, other critical infrastructure, other environmental stressors, operations/evacuation, etc.
 - *Final Recommendations*: Recommendation of actions and policy for RPC.

Task A-2a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Baseline Conditions Report	[Active]			
Transportation Resilience Plan		[Active]		
Associated Reports		[Active]		
Final Recommendations			[Active]	

A-2B: INFRASTRUCTURE HARDENING

- **Scoping:** All scopes that include alternatives with potential rehabilitation or reconstruction of transportation facilities, particularly in locations identified as high risk in the Resiliency Plan, should consider the ability to harden, elevate, or otherwise increase the facilities' ability to resist flooding, heat, and other climatic or associated weather stressors.
- **Funding:** Staff will work with federal, state, and local partners to identify funding sources, strategies, and priorities for the hardening or elevating of vulnerable infrastructure.

A-2C: LAND USE AND TRANSPORTATION

- **Scoping:** Study scoping will include, with rare exceptions, an analysis of land-use characteristics surrounding a project corridor. These data will inform travel characteristics, and measures of accessibility to housing, employment, and critical services (medical, childcare, education, etc.) of the project area, particularly in disadvantaged communities.
- **Sub-Area and Corridor Studies:** Staff will work with stakeholders to identify opportunities to provide transportation planning elements that supplement local land use planning efforts.
- **Public Health:** Staff will evaluate public health Impacts of new or planned transportation infrastructure funded through the MPO. Consideration will be given to changes in vehicle emissions, air quality, or other exposure to toxins, opportunities for active transportation, shade and other cooling effects, access to greenspace, access to medical services, access for the disabled and/or elderly, etc.

A-2D: EV INFRASTRUCTURE

- **Coordination:** Staff will coordinate with the state and with local governments on the funding and effective deployment of EV infrastructure in local communities and on regional corridors.
- **Support:** Staff will continue to provide local governments with guidance on best practices and models for deployment of EV infrastructure.

A-2E: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.

A-2F: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain the continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR PRODUCTS

- Resiliency Plan
- Carbon Reduction Prioritization Strategy

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	300,000	FHWA	462,698	RPC
Consultant	278,373	State/Local	115,675	
Total	578,373			

STAFFING

Supervisor: Thomas Haysley, AICP

Estimated Staff Hours:

A-3.24 FREIGHT AND INTERMODAL

GOAL

A comprehensive freight planning program that is responsive to the movement of goods at a regional, national, and global scale, and promotes safe and efficient interactions between freight and the rest of the region's transportation system.

OBJECTIVES

- Improved movement of national and international freight rail, passenger rail, truck, and waterborne transport in and through the New Orleans region.
- Improved safety through the removal and/or mitigation of conflicts and better integration of freight movement with regular motorized or non-motorized traffic.
- Communication with modal stakeholders that fosters collaborative decision making regarding multi-modal planning and implementation.

FY 23 MAJOR PRODUCTS

- Regional Freight Mobility Plan

SUBTASKS

A-3A: FREIGHT COORDINATION

- **Freight Roundtable:** Staff will convene quarterly meetings of freight associated stakeholders. The Roundtable will determine implementation strategies for identified priorities in the Freight Mobility Plan. A representative of the roundtable will report to the Technical Advisory Committee (A-4) quarterly.
- **Other:** Staff will attend other stakeholder meetings that are being held regarding regional freight to ensure coordination with RPC's own freight planning activities.

Task A-3a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Freight Roundtable				

A-3B: PORT ACCESS

- **Port of New Orleans - St. Bernard:** RPC will be assisting St. Bernard Parish and the Port of New Orleans in the planning of roadway/truck access to the proposed Louisiana International Terminal.
- **Port of New Orleans:** RPC will continue to assist the port in developing strategies for managing the ingress and egress of trucks.

A-3C: URBAN FREIGHT AND RAIL PLANNING

- **Safety:** Corridor studies with identified truck or rail interaction will emphasize measures to decrease conflicts. Annual review of safety data will highlight locations where conflicts with freight traffic have led to crashes will take place at the February TAC (Task A-4).
- **Truck Routes:** Staff will continue to work with local agencies on developing strategies for safely routing trucks through urban areas.

- **Truck Parking:** Staff will continue to work with freight operators and local/state officials on identifying locations for truck parking/layover locations and amenities (EV hookup, safety lighting).
- **Intercity Rail:** As the state of Louisiana refines intercity rail planning, the MPO will assist by focusing on last mile connections and complementary land use planning at existing and planned passenger rail terminals.

A-3D: CONGESTION AND FREIGHT EMISSIONS

- **Freight Emissions:** In coordination with Task A-2, staff will identify best practices in estimating annual greenhouse gas emissions created by freight modes. These data will inform freight and resiliency planning efforts and potential grant applications for green freight infrastructure.
- **Performance Metrics:** Staff established and reported on performance targets for freight congestion in FY 23. Staff will continue to monitor these metrics and include them in an annual report.
- **Freight Travel Data:** Staff will continue to research potential sources of freight origin-destination-routing data for use in assisting in the identification of choke points, the upkeep of the regional travel demand model, and in support of other tasks under A-3.

A-3D: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.

A-3E: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR PRODUCTS

- None

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	350,000	FHWA	340,000	RPC
Consultant	75,000	State/Local	85,000	
Total	425,000			

STAFFING

Supervisor: Karen Parsons, AICP

Estimated Staff Hours:

A-4.24 CORE METROPOLITAN PLANNING

GOAL

Creating, refining, and implementing the core MPO products, including the Transportation Improvement Program, the Metropolitan Transportation Plan, and the Unified Planning Work Program.

OBJECTIVES

- Develop and maintain the three primary planning documents for the New Orleans UZA Metropolitan Planning Area: the Transportation Improvement Program (TIP), the Long Range Metropolitan Transportation Plan (MTP), and the Unified Planning Work Program (UPWP).
- Foster constructive dialog with key stakeholders and the public that informs the priorities of the metropolitan planning process.
- Shepherd and track the progress of projects from prioritization to implementation.

FY 23 MAJOR PRODUCTS

- 2052 Metropolitan Transportation Plan
- 2023-2026 Transportation Improvement Program
- FY 2024 Unified Planning Work Program and Progress Reports
- Obligated Projects

SUBTASKS

A-4A: TECHNICAL ADVISORY COMMITTEE

- **Quarterly Meeting:** The TAC will meet on a quarterly basis. The purpose and membership of the TAC will be defined in bylaws which will be under review by the TAC entering FY 24. Generally, the TAC will review and make recommendations to the TPC regarding core metropolitan planning products. RPC staff will be responsible for all meetings and materials.
- **Subcommittees:** Issue specific subcommittees will meet on a self-defined basis and will make regular reports to the TAC. The TAC may create temporary or permanent subcommittees.

Task A-4a Timeline & Deliverables

TAC Meetings

Jul – Sep

Oct – Dec

Jan – Mar

Apr – Jun

A-4B: TRANSPORTATION IMPROVEMENT PROGRAM

- **Monthly Review:** Staff will conduct a monthly review of the FY 23-26 TIP to ensure projects are progressing toward obligation at an expected rate.
- **Stakeholder Coordination:** Staff will conduct regular outreach to LADOTD and local governments to ensure that the TIP still reflects state priorities and to assist local agencies in moving their programmed projects toward obligation.

A-4C: METROPOLITAN TRANSPORTATION PLAN ANNUAL REPORT

- **Development and Distribution:** Staff will create and distribute (via the website, TAC, subcommittees, and the RPC mailing list) an annual report summarizing:
 - Progress toward established FTA and FHWA performance targets

- Performance in and visualization of other transportation metrics (highway, crash/safety, freight, public transit, and others as deemed available and pertinent)
- Progress in strategies identified in the MTP
- Planning Studies and FY23 UPWP overview

Task A-4c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Annual Report				

A-4D: UNIFIED PLANNING WORK PROGRAM

- **Progress Reporting:** Staff will prepare quarterly reports describing progress on tasks/sub-tasks in the FY 24 UPWP, for submission to LADOTD and FHWA
- **Internal Review:** Staff will conduct quarterly internal reviews of the UPWP to determine progress on subtasks and associated timelines and assess potential need for amendment.
- **FY 25 UPWP:** The draft FY 24 UPWP for the New Orleans UZA will be prepared in Q2 and Q3. The draft will be submitted to the TAC, FHWA, LADOTD for review in Q3. Pending favorable review and recommendation by the TAC, the draft will be submitted to the TPC in Q4 for final approval in May.

Task A-4d Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Progress Reporting				
Internal Review				
FY25 UPWP				

A-4E: OBLIGATED PROJECTS

- **Documentation:** Projects obligated in FFY 2023 will be mapped and categorized by type and funding source to measure success toward a reasonable distribution of project types and modal emphasis areas. The report will be published on the website.

Task A-4e Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Documentation				

A-4F: INTERGOVERNMENTAL COORDINATION

- **Agreements Updates:** Staff will update agreements with LADOTD, local parishes, and public transit agencies, defining roles, responsibilities, and deliverables.
- **Staff Liaisons:** Teams of staff, led by a principal, will be assigned to maintain communications with one or more parishes over the course of the year, to assist in defining local transportation needs and priorities.
- **Metropolitan Planning Area:** Having received urbanized area boundaries from the census in late 2022, staff will coordinate with FHWA and FTA in defining updated Metropolitan Planning Area boundaries.
- **Joint Certification:** Staff will continue to work with FHWA and FTA to ensure compliance with Federal MPO requirements.

Task A-1f Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Agreements				

A-4G: PERFORMANCE BASED PLANNING AND PROGRAMMING

- **FHWA/FTA PBPP:** Staff will attend to all DOT requirements regarding the establishment of performance targets and measuring progress toward targets. Descriptions of these activities can be found in subtasks

A-1a, A-1e, A-3d, and C-1c. Progress will be documented in the Metropolitan Planning Annual Report (A-4c).

A-4H: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.

A-4I: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- FY 25 Unified Planning Work Program
- Metropolitan Planning Annual Report
- Obligated Projects Documentation

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	450,000	FHWA	360,000	RPC
Consultant		State/Local	90,000	
Total	450,000			

STAFFING

Supervisor: Jason Sappington, AICP

Estimated Staff Hours:

B-1.24 GIS AND DATA MANAGEMENT

GOAL

Responsible stewardship of the region's geographic and demographic data resources, including storage, security, analysis, and distribution.

OBJECTIVES

- Up-to-date analysis of socio-economic data that will support travel and land-use modelling, economic development planning, and Title VI/Environmental Justice activities.
- A database of transportation related data for use in identifying new projects, informing existing projects, and in the development of the miscellaneous planning products
- Coordination with local, state, and federal partners on prioritization of large and/or costly data acquisitions, policy and procedures
- Maintenance of the MPO's internal information technology systems and safeguarding of nonpublic or proprietary data

FY 23 MAJOR PRODUCTS

- FY 23-26 TIP data layers, amendments
- Metropolitan Transportation Plan data layers
- FFY 22 Obligated Projects data layers
- Census 2020 data

SUBTASKS

B-1A: DATA DEVELOPMENT

- **Development:** Staff will coordinate the development and calibration of various demographic, land-use, employment, and transportation datasets in support of other tasks in the UPWP.
- **Coordination:** Staff will foster partnerships and administer sharing agreements with data producing entities to ensure access to the most accurate available data and up-to-date knowledge of data management best practices.
- **Census Data:** Staff will continue to process 2020 decennial and ACS census data for local transportation and land use planning purposes, and to assist in defining MPA boundaries and the functional aid network, per A-1 and A-4.

B-2B: DATA ANALYSIS AND VISUALIZATION

- **General:** Staff will continue analyses and geo-processing of datasets for internal project development and prioritization, performance metrics, emergency preparedness, environmental planning, local and regional land use planning, and consultant activities.
- **Applications:** Processed data will be used to populate the Travel Demand Model (task A-1), used as inputs into the Social Vulnerability Index (task D-1), latent demand modelling, resiliency planning (see task A-2), and other project support as needed.

- **Visualization:** Custom visualization of geo-data will be produced for internal analysis, presentation to the TAC and the TPC, publication in the Metropolitan Planning Annual Report (A-4c), and as needed for other MPO products.

B-2C: GIS CONSORTIUM

- **Meetings:** Staff will host a quarterly meeting of GIS users from throughout the region and from various stakeholders to discuss data needs and availability, policy, best practices, and opportunities for collaboration.

Task B-1c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Consortium Meetings				

B-1D: PROJECT TRACKING

- **Tracking:** Staff will track projects in a database throughout their study, development, and implementation. Staff will continue to customize the project tracking database for use by staff, including further addition from study archives.
- **Mapping:** Projects in the database will be mapped. They will be modified as TIP and/or MTP documents are amended.
- **Obligated Projects Mapping:** Mapping of obligated projects will be take place annually, concurrently with A-4e.

Task B-1d Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Obligated Projects				

B-1E: IT AND AV SUPPORT

- **Maintenance:** Staff and contracted IT services will continue the upkeep of internal IT systems, including personal computers, Audio/Video systems, network connectivity, security, and external backup for emergency or non-emergency related recovery needs.
- **Inventory:** Staff will work with the IT Consultant in ensuring the IT equipment used for MPO planning is documented, secure, and adequate to agency needs.

B-1F: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.

B-1G: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- Obligated Projects Map
- TIP Map

- IT Procurement Documentation

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC Consultant	237,500	FHWA State/Local	190,000 47,500	RPC
Total	237,500			

STAFFING

Supervisor: Lynn Dupont, ASLA

Estimated Staff Hours:

C-1.24 PUBLIC TRANSIT PLANNING

GOAL

Planning for the region’s public transit systems, with focus on improving connectivity within and between systems, maintaining and modernizing transit infrastructure, fostering transit supportive land use, and identifying associated transportation infrastructure enhancements that would increase access to and efficacy of the system.

OBJECTIVES

- Assisting transit agencies with maintaining fleets and facilities and infrastructure
- Facilitating coordination between transit agencies and planning and public works departments, to foster relationships that will accelerate first-last mile access, transit priority road treatments, and communication about respective projects that potentially impact roadway function.
- Roadways and facilities that incorporate the needs of transit by accommodating:
 - Efficient movement of transit vehicles
 - Safe pedestrian and bicycle access to transit
 - Safe and comfortable environments for users at transit stops and stations.
- Management and oversight of FTA grants and other transit associated financial and civil rights obligations

FY 23 MAJOR PRODUCTS

- New Links Paratransit Study
- New Links implementation
- FTA Triennial Review
- Joint Certification Review
- FY 22 Program of Projects

SUBTASKS

C-1A: PUBLIC TRANSIT ADVISORY COMMITTEE

- **Meetings:** Staff will convene quarterly meetings of representatives from public transit operators, to discuss funding, opportunities for collaboration, and policy. The committee will report to the TAC (A-4a).
- **Other:** Staff will participate in the Surface Transportation Working Group (A-1b) in respect to roadway use of public transit and associated infrastructure

Task C-1a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Committee Meetings				

C-1B: CORRIDOR AND WALKSHED PLANNING

- **Coordination:** Staff will coordinate with transit agencies and local public works and planning departments to improve pedestrian and bicycle access to transit via infrastructure and land use planning.
- **Project Identification:** Staff will work to identify corridors for further study, based on high public transit usage, safety issues for transit access and operations, future land use planning, and/or other opportunities to improve corridor mobility. Studies may include recommendations on streetscaping,

street geometry, pedestrian and bicycle improvements, transit lanes, signal priority, etc. Identified studies may be conducted using 5303 funding.

C-1C: TRANSIT ASSET MANAGEMENT

- **Funding:** The Transit element of the TIP will be monitored for adherence to strategies that will assist the region in achieving regional Transit Asset Management performance targets.
- **Monitoring and Reporting:** Staff will continue to monitor individual agency asset management plans. Staff will report on progress toward identified transit asset management targets in the Metropolitan Planning Annual Report (A-4c).

C-1D: TRANSIT METRICS

- **Collection and Tracking:** Staff will utilize the National Transit Database and the assistance of the members of the Public Transit Advisory Committee to collect and track regional public transit metrics. These metrics will be used for internal analysis, project identification, and as study inputs.
- **Reporting and Visualization:** Staff will share regional metrics, with longitudinal comparisons and visualization, with the Public Transit Advisory Committee on an ongoing basis. The Metropolitan Planning Annual Report (A-4c) will include these metrics.

C-1E: TRANSIT FUNDING

- **Annual Apportionments:** With the guidance of the Public Transit Advisory Committee, staff will develop the annual Program of Projects for FTA formula funds, following the public outreach methodology described in the MPO Public Participation Plan.
- **Discretionary Funding:** Staff will continue to monitor for opportunities for grants that would fund projects directly or indirectly contributing to public transit mobility. Assistance will be offered to agencies applying for funding.
- **Revenue Stabilization:** Staff will work with operators to identify strategies to maintain continuity of operations through stabilization of local/state/federal funding or inter-agency cooperation.

Task C-1e Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Annual Apportionments and POP				

C-1F: GRANT MANAGEMENT AND ADMINISTRATION

- **Grant Requirements:** Staff will conduct the activities required of a designated recipient of transit funds including progress and financial reporting, National Transit Database reporting, Disadvantaged Business Enterprise reporting and Title VI compliance.
- **Procurement:** Staff will ensure that any MPO procurements using FTA funds will follow RPC’s FTA approved procurement manual.
- **Federal Coordination:** Staff will continue to coordinate with FTA Region VI to ensure compliance with federal regulations regarding funding eligibility and assistance to direct recipients.

Task A-C1f Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
NTD Reporting				
DBE Semiannual Reporting				

C-1G: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.
 - The MPO intends to continue its annual subscription to the REMIX software platform, for use in collaborative transit planning with agency partners.

C-1H: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, FTA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- Annual Program of Projects

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC Consultant	430,706	FTA State/Local	344,565 86,141	RPC
Total	430,706			

STAFFING

Supervisor: Jason Sappington, AICP

Estimated Staff Hours:

C1C24: COORDINATED HUMAN SERVICES TRANSPORTATION

GOAL

To improve coordination of transportation services and provision of accessible transportation infrastructure for the disabled, elderly, and low-income populations.

OBJECTIVES

- Provide a forum for non-profit providers of human services transportation to coordinate and share best practices and information.
- Assist the state in the apportionment of FTA 5310 and 5311 funds.
- Identify other barriers in the transportation system to elderly, disabled, and low-income populations and collaborate on their removal.

FY 23 MAJOR PRODUCTS

- Quarterly Meetings of the Coordinated Human Services Transportation Committee

SUBTASKS

C1C24A: COORDINATED HUMAN SERVICES TRANSPORTATION COMMITTEE

- **Meetings:** Staff will convene quarterly meetings of representatives from public transit operators, to discuss funding, opportunities for collaboration, and policy. Training for operators will be available as possible. The committee will report to the TAC (A-4a).
- **Other Coordination:** Staff will coordinate with LADOTD and with non-profit advocates for disadvantaged populations to inform activities and potential coordination opportunities.

Task C-1a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Committee Meetings				

C1C24B: BARRIER IDENTIFICATION AND ASSISTANCE

- **Identification:** Through relationships with non-profit providers and advocacy groups via the Coordinated Human Services Transportation Committee, staff will work to identify other transportation barriers to the disabled, elderly, and low-income.
- **Assistance:** Staff will work to identify funding and appropriate stakeholders to address the barriers identified in the subtask.

C1C24C: 5310 AND 5311 FUNDING

- **Application Support:** The Transit element of the TIP will be monitored for adherence to strategies that will assist the region in achieving regional Transit Asset Management performance targets.
- **Scoring:** Staff will continue to monitor individual agency asset management plans. Staff will report on progress toward identified transit asset management targets in the Metropolitan Planning Annual Report (A-4c).

C1C24D: MOBILITY POLICY

- **Collection and Tracking:** Staff will utilize the National Transit Database and the assistance of the members of the Public Transit Advisory Committee to collect and track regional public transit metrics. These metrics will be used for internal analysis, project identification, and as study inputs.
- **Reporting and Visualization:** Staff will share regional metrics, with longitudinal comparisons and visualization, with the Public Transit Advisory Committee on an ongoing basis. The Metropolitan Planning Annual Report (A-4c) will include these metrics.

C-1C24E: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.
 - The MPO intends to continue its annual subscription to the REMIX software platform, for use in collaborative transit planning with agency partners.

MAJOR DELIVERABLES

- None

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC Consultant	15,000	LADOTD State/Local	15,000 0	RPC
Total	15,000			

STAFFING

Supervisor: Jason Sappington, AICP

Estimated Staff Hours:

D-1.24: PUBLIC OUTREACH AND CIVIL RIGHTS

GOAL

To ensure that the agency's planning and policy is guided by public input, particularly from those that are traditionally underrepresented. Further, ensuring that no person, on the grounds of race, color, sex, age, disability, or national origin, is excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any MPO program or activity.

OBJECTIVES

- Diverse and innovative community outreach techniques and participation efforts reaching a wide cross-section of the region's population.
- Ensure involvement is inclusive when traditionally underrepresented populations are potentially impacted by studies and projects.
- Compliance with the requirements of the Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and the agency's Title VI Plan
- RPC policy and procedures for Disadvantaged Business Enterprise consultant selection, negotiation, and administration of consultant contracts, and ample outreach to DBE firms.

FY 23 MAJOR PRODUCTS

- Updated Title VI Program
- Updated Title VI methodology
- Updated Public Participation Plan

SUBTASKS

D-1A: TITLE VI

- **Policy:** Staff will undertake planning activities per the Title VI Program and Limited English Proficiency Plan, as approved by FTA. Staff will conduct an annual review of the program to ensure compliance.
- **Project Scoping:** Staff will employ RPC's social vulnerability index for all studies to identify appropriate outreach strategies and goals for those living in project areas.

D-1B: DBE ACTIVITY

- **Outreach:** Staff will work to increase DBE participation, including through hosting or co-hosting workshops with DBE or potential DBE contractors.
- **Procurement:** Having established DBE goals, staff will ensure the goal is met through established procurement policies and best practices.

D-1C: METROPOLITAN PLANNING EDUCATION

- **Agency Branding:** Staff intends on conducting an internal agency identification exercise that will consider standardized branding for documents, outreach materials, etc. Consideration will be given to an update to the RPC guidebook, public perception of the agency, the RPC logo, study covers, the distinction between the RPC and the TPC, and other elements as determined in the exercise.

- **School outreach:** Staff has been working with partner agencies on developing an outreach program for local schools, to inform students on the role of the RPC and other government agencies, and how citizens can participate in the planning process.
- **Public Participation Plan:** Staff will conduct its annual review of the public participation plan to guarantee consistency with current planning priorities and soundness based on national best practices. Any updates to the plan will be submitted to FHWA and FTA.
- **Newsletter:** Staff will produce and distribute a quarterly newsletter that will include: a summary of an ongoing study or studies, an educational brief on MPO practices, updates on other RPC/TPC initiatives, and a calendar of upcoming events.

Task D-1c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Participation Plan Review				
Newsletter				

D-1D: TARGETED OUTREACH

- **Education:** Staff will deploy project specific outreach mechanisms, including neighborhood and stakeholder meetings, community workshops, pop-up events, and news media engagement, and others as appropriate.
- **Methodology:** The Social Vulnerability Index and coordination with citizen and advocacy groups will assist in determining appropriate methods and extent of outreach for a given project.

D-1E: ONLINE PRESENCE

- **Website:** Standard maintenance of the website, social media, utilization of online surveys, and development/upkeep of online interactive data maps and dashboards.
- **Social Media:** Staff will research national and peer best practices on documenting a social media policy for the agency. This may be included in the branding exercise described in D-1C.

D-1F: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.

D-1G: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, FTA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- Quarterly Newsletters
- Branding Documents

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	150,000	FTA	120,000	RPC
Consultant		State/Local	30,000	
Total	150,000			

STAFFING

Supervisor: Malissa Dietsch-Givhan, AICP

Estimated Staff Hours:

E-1.24 UPWP MANAGEMENT

GOAL

Conducting the day to day administrative, contract management, and financial planning activities that ensure that the MPO functions of the staff and the TPC, and its conformity to adopted policy, as well as state and federal requirements

OBJECTIVES

- Coordination of the Transportation Policy Committee and all administrative and public requirements
- Preparation and management of contracts and agreements
- Fiscal responsibility and financial transparency
- Human resource functions which are necessary to ensure that staff have the wherewithal to conduct the everyday functions of the agency.

FY 23 MAJOR PRODUCTS

- None

SUBTASKS

E-1A: CONTRACT MANAGEMENT

- **Procurement:** Staff will prepare and oversee contracts and intergovernmental agreements, ensuring that the necessary legal and contractual provisions, and guarantee these provisions are followed through the lifetime of the contract or agreement.
- **Organization:** Project files and associated contractual documents will be archived in RPC's standard online filing system for ease of access at a later date, as needed.

E-1B: TPC COORDINATION

- **Monthly Meetings:** Staff will coordinate with the local elected officials and citizen representatives, including those that make up the Committee, and conduct of the monthly TPC meetings themselves, including preparing agendas, minutes, meeting packets/material, scheduling guest speakers, preparing budget and financial reports, making provisions for public participation, and preparing public notices announcing the meetings.

E-1C: STAFF MANAGEMENT

- **UPWP:** Supervisors will oversee staff workflow, internal resource allocation, and staff development to fulfill the tasks of the UPWP and creation of its associated products within stated budgets and timelines.
- **Staff Meetings:** Planning staff will hold meetings every two weeks to better coordinate efforts and participate in agency decision-making.
- **Annual Review:** All staff will undergo annual performance reviews in the spring.
- **Employee Handbook:** Staff will internally develop a handbook summarizing staff roles and expectations.

Task E-1c Timeline & Deliverables

Performance Reviews

Jul – Sep

Oct – Dec

Jan – Mar

Apr – Jun

E-1D: FINANCIAL MANAGEMENT AND HUMAN RESOURCES

- **Finances:** Staff will conduct the necessary activities to ensure the timely processing of invoices, including coordination with DOTD financial sections. Grant balances, per contracts with LADOTD, will be tracked throughout the year to ensure appropriate workflow distribution. Annual audits of the agency will take place and results will be reported to the commission. Monthly budget reports will be made available to the commission.
- **Human Resources:** The director of finance will oversee retirement, insurance, hiring, and payroll functions.
- **Onboarding:** New planning staff will undergo a comprehensive month-long onboarding process to familiarize them with roles and responsibilities, metropolitan planning functions, and standard operating procedure for common tasks.

E-1E: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.

E-1F: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, FTA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- TPC Meeting Packets
- Employee Handbook

FUNDING

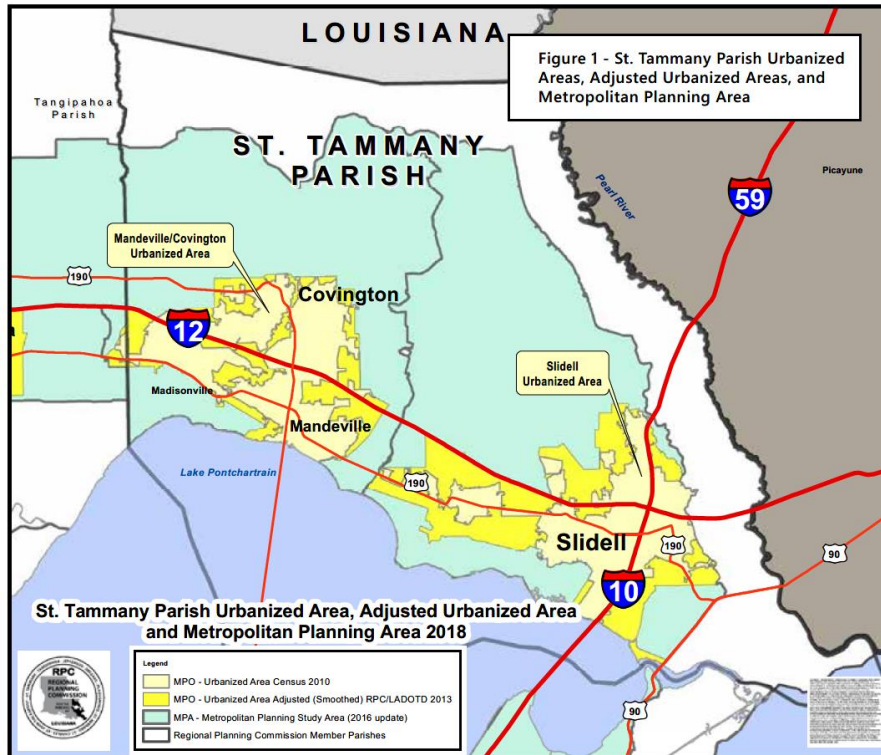
Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	312,500	FHWA	250,000	RPC
Consultant		State/Local	62,500	
Total	312,500			

STAFFING

Supervisor: Megan Leonard

Estimated Staff Hours:

MANDEVILLE-COVINGTON MPA



The Mandeville-Covington metropolitan planning area is in the southwestern half of St. Tammany Parish. In 2018 the population of the urbanized area was 100,339. In addition to Mandeville and Covington, significant population and/or employment centers in the MPA include Madisonville and Abita Springs.

Within the Mandeville-Covington MPA there are 310 miles of Federal Aid roadways, including I-12, which runs west towards Hammond-Ponchatoula and Baton Rouge and east towards Slidell. US 190 is another major east-west corridor connecting Mandeville to other major urban centers. The MPA lies at the northern foot of the Lake Pontchartrain Causeway Bridge, which connects the Northshore to the New Orleans MPA.

Mandeville-Covington hosts multiple trailheads of the Tammany Trace, a 31-mile multi-use path that threads through five communities in the parish. Demand Response public transit in Mandeville-Covington is provided by the parish government in partnership with the parish's Council on Aging. The Norfolk Southern Railroad transects Slidell on its way from New Orleans to Picayune, MS. Significant bodies of water in the MPA include the Tchefuncte River and the northern shore of Lake Pontchartrain.

Mandeville-Covington is faced with the challenge of balancing a high quality of life standard while attracting economic and residential development and the transportation issues such development often brings, i.e., congestion and roadway maintenance.

PLANNING FACTORS

This UPWP is undertaken pursuant to and in compliance with the provisions of 23 USC 134(h)(1) and regulatory authority of 23 CFR 450.308. It has been developed with consideration of the planning factors for metropolitan transportation planning, as described in the Bipartisan Infrastructure Law.

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

The following table demonstrates how the tasks defined in the UPWP contribute to these planning factors in the Mandeville-Covington MPA.

	MC-1	MC-2	MC-3	MC-4	MC-5
Economic Vitality	*	*	*	*	*
Safety	*	*	*	*	*
Security	*	*	*	*	*
Accessibility and Mobility	*		*	*	*
Environment	*	*	*	*	*
Modal Connectivity	*	*	*	*	*
Efficiency	*	*	*	*	*
Preservation	*			*	*
Resilience	*	*		*	*
Travel and Tourism	*	*	*		

FUNDING TABLE: BY SOURCE

Task	Description	FHWA PL	PL Match	FHWA Total	FTA 5303	FTA Match	FTA Total	Total
MC-1.24	Accessibility, Mobility, Safety, Freight	143,723	35,931	179,654				179,654
MC-2.24	Land Use and Environmental	110,000	27,500	137,500				137,500
MC-3.24	Metropolitan Planning				39,689	9,922	49,611	49,611
MC-4.24	GIS and Data Management	16,000	4,000	20,000				20,000
MC-5.24	UPWP Management	15,000	3,750	18,750				18,750
Total		284,723	71,181	355,904	39,689	9,922	49,611	405,515

FUNDING TABLE: BY RECIPIENT

Task	Description	RPC	Contractual				Total
			Cont. PL	New PL	Cont. FTA	New FTA	
MC-1.24	Accessibility, Mobility, Safety, Freight	40,000		139,654			179,654
MC-2.24	Land Use and Environmental	30,000		107,500			137,500
MC-3.24	Metropolitan Planning	49,611					49,611
MC-4.24	GIS and Data Management	20,000					20,000
MC-5.24	UPWP Management	18,750					18,750
Total		158,361		247,154			405,515

Notes:

No non-FHWA or non-FTA funds are used for planning for other modes.

All FHWA and FTA grants are provided at 80%, with 20% matching local funds.

Contractual Funding is for work contracted to another party, i.e., a consultant. RPC funds are for staff.

Continuing PL funds are dedicated to complete work started in the previous FY using funding from the current FY. Per LADOTD Policy, no PL Funds are eligible for "carryover" from previous Fiscal Years

MC-1.24: ACCESSIBILITY, MOBILITY, SAFETY, FREIGHT

GOALS

A regional surface transportation system that is safe, well maintained, dependable, and useful for all users.

A freight planning program that is responsive to the movement of goods at a regional, national, and global scale, and promotes safe, equitably derived, and efficient interactions between freight and the rest of the region's transportation systems.

OBJECTIVES

- Streets that are safe to use by the most vulnerable members of our community.
- Streets that are platforms for community wealth building and neighborhood vitality.
- Streets, roads, and bridges that are maintained at levels commensurate to their value to the community.
- Models that reasonably forecast conditions in a proposed transportation system
- Reliable methodologies for measuring conditions in the existing transportation system.
- Accountability and guidance derived through consistent goal setting and performance measurement
- Improved movement of national and international freight rail, passenger rail, truck, and waterborne transport in and through the New Orleans region.
- Improved safety through the removal and/or mitigation of conflicts and better integration of freight movement with regular motorized or non-motorized traffic.
- Communication with modal stakeholders that fosters collaborative decision making regarding multi-modal planning and implementation.

FY 23 MAJOR PRODUCTS

- Annual report on performance measures
- Demand model updates
- Mandeville Bicycle-Pedestrian Plan
- Freight Mobility Plan

SUBTASKS

MC-1A: COMPLETE STREETS AND SAFETY

- **Regional Guide:** Staff will scope and begin work on a regional Complete Streets guide. The guide will define Complete Streets through an updated MPO policy, and will provide a framework for identifying opportunities and implementing complete streets improvements on the region's streets. The document will be tailored to characteristics of the Mandeville-Covington urbanized area (as well as other urbanized areas, per NO-1, SL-1, and T-1).
- **Scoping: Scoping:** Study scoping will take place at the corridor or sub-area level, considering the interaction of surrounding land uses and the transportation system, access management, and wide-scaled travel impacts of proposed improvements. All modes will be considered during the study scoping process, including multi-modal travel data collection, crash data, potential for physically separating non-motorized from motorized traffic, potential for other non-motorized safety countermeasures, connectivity of the overall bicycle and pedestrian network, and the demographic and physical characteristics of the study's

area of interest. Work in this subtask is intended to meet the mandates promulgated of the IJJA (PL 117-58), specifically Section 11206(b).

- **Safety Data:** Staff will conduct an annual review of regional safety data during Q2 to identify injury and fatality hot spots. The resulting analysis will be used to inform the TAC in FY 25 study selection. Tasks undertaken thereto will be mindful of the State Highway Safety Plan as promulgated by LADOTD and consistent with FHWA guidance as described in 23 CFR 924.9
- **Incident Management:** Staff will coordinate with local and national disaster management and emergency response stakeholders on a quarterly basis, to prepare for hazards and threats to the transportation system and identify strategies for incident response and recovery.
- **Performance Measures:** Pursuant to 23 USC 150, the MPO will either concur with LADOTD Highway Safety Improvement Program’s five safety performance targets, or will set its own targets, by February 27, 2024. Updates to progress will be documented in the annual report, completed in spring of 2024.

Task MC-1a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Complete Streets Guide Scope	█			
Complete Streets Guide		█	█	█
Safety Data Memo		█	█	
Safety Performance Report			█	█

MC-1B: NORTHSORE COORDINATION

- **Meetings:** Staff will attend monthly meetings with LADOTD District 62 and St. Tammany Parish officials to ensure coordination on ongoing and upcoming projects.

MC-1C: PRESERVATION

- **Coordination:** Staff will coordinate with state and local officials to identify segments of roadways and/or bridges that require overlays, rehabilitation, and other preservation methods.
- **Preservation Programs:** Staff will work with local parishes to create systematic, multi-year programs for conducting preservation on Federal-Aid roadways.
- **Performance Measures:** Pavement and bridge condition targets were adopted by the RPC in March of 2023 (FY 23). RPC will work with FHWA, the state, and local governments toward achievement of these targets, and will include progress in an annual report in spring of CY 2024.

Task MC-1c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Conditions Performance Report			█	█

MC-1D: TRAVEL DEMAND MODELLING

- **Development:** The existing four-step model will be maintained in-house and by a contractor. Staff will scope and pursue procurement of a substantial model update.
- **Execution:** Staff will use the model on a project-by-project basis to provide future travel demand scenarios based on projected demographics and network geometry. Staff may also provide model outputs to partner stakeholders and other requestors, depending on the nature of the request and the appropriateness of the model’s use for these proposals.

MC-1E: CONGESTION MANAGEMENT

- **Congestion Management Process:** Staff will continue to implement the Congestion Management Process (CMP). The CMP is iterative and ongoing, and includes monitoring congestion on major roadways, identifying bottlenecks on the congestion management system, and proposing network improvements. This subtask is intended to identify strategies and initiatives that address implementation mandates via the New Orleans UZA Transportation Improvement Program (TIP) per 23 CFR 450.322.
- **Transportation Demand Management:** Beyond multimodal improvements described elsewhere, studies will emphasize other transportation demand management and operational improvements to relieve corridor congestion, including geometric modifications and signal upgrades. Opportunities for corridor length or system-wide signalization plans will be pursued.
- **Performance Measures:** Congestion and reliability performance targets were adopted by the RPC in March of 2023 (FY 23). RPC will work with FHWA, the state, and local governments toward achievement of these targets, and will include progress in an annual report in spring of CY 2024.

Task MC-1e Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Congestion Performance Report				

MC-1F: SYSTEM SURVEILLANCE

- **Routine Traffic Counting Program:** Staff will conduct its annual traffic counting program in Fall 2023 through Spring 2024, addressing roadway segments where counts are at or over 3 years old, or where conditions otherwise warrant a more up-to-date measurement.
- **Routine Non-Motorized Counting Program:** Staff will design and test a routine counting program for bicyclists and pedestrians.
- **Project Based:** Study scoping will include, as appropriate, the collection of average daily traffic, peak travel periods, vehicle speed, intersection level of service, and other traffic data. Scoping will also include counts of bicycling and walking at identified locations in the study area.

Task MC-1f Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Routine Traffic Counting				

MC-1G: INTELLIGENT TRANSPORTATION SYSTEMS (ITS) AND INCIDENT MANAGEMENT

- **ITS Architecture:** Staff will coordinate with the state to ensure that the regional ITS architecture is up to date. Updates requiring systems engineering reports, if any, will be conducted in coordination with LADOTD, FHWA, and local agencies.
- **Emergency Preparedness Partnership:** Staff will host quarterly meetings of the Partnership.

MC-1I: FEDERAL AID NETWORK

- **Identification:** Urbanized boundaries were delivered from the US Census in Q3 of FY23. Staff will coordinate with local agencies, LADOTD, and FHWA to identify any necessary updates to the Federal Aid network in Q1 and Q2 of 2024.

MC-1J: FREIGHT COORDINATION

- **Freight Roundtable:** Staff will convene quarterly meetings of freight associated stakeholders. The Roundtable will determine implementation strategies for identified priorities in the Freight Mobility Plan. A representative of the roundtable will report to the Technical Advisory Committee (MC-3) quarterly.

- **Other:** Staff will attend other stakeholder meetings that are being held regarding regional freight to ensure coordination with RPC’s own freight planning activities.

Task MC-1j Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Freight Roundtable				

MC-1K: URBAN RAIL AND FREIGHT PLANNING

- **Safety:** Corridor studies with identified truck or rail interaction will emphasize measures to decrease conflicts. Annual review of safety data will highlight locations where conflicts with freight traffic have led to crashes will take place at the February TAC (Task MC-3).
- **Truck Routes:** Staff will continue to work with local agencies on developing strategies for safely routing trucks through urban areas.
- **Truck Parking:** Staff will continue to work with freight operators and local/state officials on identifying locations for truck parking/layover locations and amenities (EV hookup, safety lighting).
- **Intercity Rail:** As the state of Louisiana refines intercity rail planning, the MPO will assist be focusing on last mile connections and complementary land use planning at existing and planned passenger rail terminals.

MC-1L: FREIGHT CONGESTION AND EMISSIONS

- **Freight Emissions:** In coordination with Task MC-2, staff will identify best practices in estimating annual greenhouse gas emissions created by freight modes. These data will inform freight and resiliency planning efforts and potential grant applications for green freight infrastructure.
- **Performance Metrics:** Staff established and reported on performance targets for freight congestion in FY 23. Staff will continue to monitor these metrics and include them in an annual report.
- **Freight Travel Data:** Staff will continue to research potential sources of freight origin-destination-routing data for use in assisting in the identification of choke points, the upkeep of the regional travel demand model, and in support of other tasks under MC-1.

MC-1M: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.
 - **Traffic Data:** Procurement or renewal of a software as a service application used by staff to inform traffic surveillance and planning, will take place in Q3.

MC-1N: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR PRODUCTS

- Complete Streets Guidebook

- Federal Aid Network Map
- Routine Traffic Counts

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	40,000	FHWA	143,723	RPC
Consultant		State/Local	35,931	
Total	139,654			

STAFFING

Supervisor: Jeffrey Roesel, AICP

Estimated Staff Hours:

MC-2.24 RESILIENCY AND LAND USE

GOAL

Planning for transportation systems that will endure stress caused by natural disasters, and that will further support resilient communities through encouraging sustainable development, contributing to stormwater management, improving public health and, where necessary, providing safe evacuation facilities.

OBJECTIVES

- Transportation facilities that are resistant to chronic and acute climate and weather stressors.
- Transportation or transportation adjacent facilities and features that contribute toward the public health of communities that face challenges from climate and weather.
- A resiliency plan that identifies assets and vulnerabilities in both communities and within existing infrastructure that are impacted by climate threats and prioritizes measures to improve resilience.
- A unified land use and transportation planning approach that considers the impacts of transportation investments on accessibility to housing, services, and public health.

FY 23 MAJOR PRODUCTS

- Scoping for Resiliency Plan

SUBTASKS

MC-2A: REGIONAL RESILIENCY PLAN

- **Plan Development:** RPC intends to develop a regional resiliency plan in FY 24. The plan will consist of multiple reports which will be published upon completion. The plan will guide staff's efforts by assessing risks to transportation infrastructure and communities and providing potential means to mitigate or avoid climate disruption. The plan will assist in prioritizing projects for funding under PROTECT Act, FHWA's Carbon Reduction Program, and other programs with similar objectives. The plan will include, at a minimum, the following:
 - *Baseline Conditions Report*, a regulatory and historical framework and an identification of climate vulnerable infrastructure and communities
 - *Resilience Improvement Plan and Carbon Reduction Strategy*, A methodology for prioritizing projects for funding under PROTECT, the Carbon Reduction Program, and other programs
 - *Associated Reports*: Reports that address regional vulnerability and assessment that are transportation adjacent or not directly related to transportation infrastructure, such as social vulnerability, economic development, other critical infrastructure, other environmental stressors, operations/evacuation, etc.
 - *Final Recommendations*: Recommendation of actions and policy for RPC.

Task MC-2a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Baseline Conditions Report	[Active]			
Transportation Resilience Plan		[Active]		
Associated Reports		[Active]		
Final Recommendations				[Active]

MC-2B: INFRASTRUCTURE HARDENING

- **Scoping:** All scopes that include alternatives with potential rehabilitation or reconstruction of transportation facilities, particularly in locations identified as high risk in the Resiliency Plan, should consider the ability to harden, elevate, or otherwise increase the facilities' ability to resist flooding, heat, and other climatic or associated weather stressors.
- **Funding:** Staff will work with federal, state, and local partners to identify funding sources, strategies, and priorities for the hardening or elevating of vulnerable infrastructure.

MC-2C: LAND USE AND TRANSPORTATION

- **Scoping:** Study scoping will include, with rare exceptions, an analysis of land-use characteristics surrounding a project corridor. These data will inform travel characteristics, and measures of accessibility to housing, employment, and critical services (medical, childcare, education, etc.) of the project area, particularly in disadvantaged communities.
- **Sub-Area and Corridor Studies:** Staff will work with stakeholders to identify opportunities to provide transportation planning elements that supplement local land use planning efforts.
- **Public Health:** Staff will evaluate public health Impacts of new or planned transportation infrastructure funded through the MPO. Consideration will be given to changes in vehicle emissions, air quality, or other exposure to toxins, opportunities for active transportation, shade and other cooling effects, access to greenspace, access to medical services, access for the disabled and/or elderly, etc.

MC-2D: EV INFRASTRUCTURE

- **Coordination:** Staff will coordinate with the state and with local governments on the funding and effective deployment of EV infrastructure in local communities and on regional corridors.
- **Support:** Staff will continue to provide local governments with guidance on best practices and models for deployment of EV infrastructure.

MC-2E: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.

MC-2F: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain the continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR PRODUCTS

- Resiliency Plan
- Carbon Reduction Prioritization Strategy

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	30,000	FHWA	110,000	RPC
Consultant	107,500	State/Local	27,500	
Total	137,500			

STAFFING

Supervisor: Thomas Haysley, AICP

Estimated Staff Hours:

MC-3.24 CORE METROPOLITAN PLANNING

GOAL

Creating, refining, and implementing the core MPO products, including the Transportation Improvement Program, the Metropolitan Transportation Plan, and the Unified Planning Work Program.

OBJECTIVES

- Develop and maintain the three primary planning documents for the Mandeville-Covington UZA Metropolitan Planning Area: the Transportation Improvement Program (TIP), the Long Range Metropolitan Transportation Plan (MTP), and the Unified Planning Work Program (UPWP).
- Foster constructive dialog with key stakeholders and the public that informs the priorities of the metropolitan planning process.
- Shepherd and track the progress of projects from prioritization to implementation.

FY 23 MAJOR PRODUCTS

- 2052 Metropolitan Transportation Plan
- 2023-2026 Transportation Improvement Program
- FY 2024 Unified Planning Work Program and Progress Reports
- Obligated Projects
- Updated Title VI Program

SUBTASKS

MC-3A: TECHNICAL ADVISORY COMMITTEE

- **Quarterly Meeting:** The TAC will meet on a quarterly basis. The purpose and membership of the TAC will be defined in bylaws which will be under review by the TAC entering FY 24. Generally, the TAC will review and make recommendations to the TPC regarding core metropolitan planning products. RPC staff will be responsible for all meetings and materials.
- **Subcommittees:** Issue specific subcommittees will meet on a self-defined basis and will make regular reports to the TAC. The TAC may create temporary or permanent subcommittees.

Task MC-3a Timeline & Deliverables

TAC Meetings

Jul – Sep

Oct – Dec

Jan – Mar

Apr – Jun

MC-3B: TRANSPORTATION IMPROVEMENT PROGRAM

- **Monthly Review:** Staff will conduct a monthly review of the FY 23-26 TIP to ensure projects are progressing toward obligation at an expected rate.
- **Stakeholder Coordination:** Staff will conduct regular outreach to LADOTD and local governments to ensure that the TIP still reflects state priorities and to assist local agencies in moving their programmed projects toward obligation.

MC-3C: METROPOLITAN TRANSPORTATION PLAN ANNUAL REPORT

- **Development and Distribution:** Staff will create and distribute (via the website, TAC, subcommittees, and the RPC mailing list) an annual report summarizing:

- Progress toward established FTA and FHWA performance targets
- Performance in and visualization of other transportation metrics (highway, crash/safety, freight, public transit, and others as deemed available and pertinent)
- Progress in strategies identified in the MTP
- Planning Studies and FY23 UPWP overview

Task MC-3c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Annual Report				

MC-3D: UNIFIED PLANNING WORK PROGRAM

- **Progress Reporting:** Staff will prepare quarterly reports describing progress on tasks/sub-tasks in the FY 24 UPWP, for submission to LADOTD and FHWA
- **Internal Review:** Staff will conduct quarterly internal reviews of the UPWP to determine progress on subtasks and associated timelines assess potential need for amendment.
- **FY 25 UPWP:** The draft FY 24 UPWP for the New Orleans UZA will be prepared in Q2 and Q3. The draft will be submitted to the TAC, FHWA, LADOTD for review in Q3. Pending favorable review and recommendation by the TAC, the draft will be submitted to the TPC in Q4 for final approval in May.

Task MC-3d Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Progress Reporting				
Internal Review				
FY25 UPWP				

MC-3E: OBLIGATED PROJECTS

- **Documentation:** Projects obligated in FFY 2023 will be mapped and categorized by type and funding source to measure success toward a reasonable distribution of project types and modal emphasis areas. The report will be published on the website.

Task MC-3e Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Documentation				

MC-3F: INTERGOVERNMENTAL COORDINATION

- **Agreements Updates:** Staff will update agreements with LADOTD, local parishes, and public transit agencies, defining roles, responsibilities, and deliverables.
- **Staff Liaisons:** Teams of staff, led by a principal, will be assigned to maintain communications with one or more parishes over the course of the year, to assist in defining local transportation needs and priorities.
- **Metropolitan Planning Area:** Having received urbanized area boundaries from the census in late 2022, staff will coordinate with FHWA and FTA in defining updated Metropolitan Planning Area boundaries.

Task MC-3f Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Agreements				

MC-3G: PERFORMANCE BASED PLANNING AND PROGRAMMING

- **FHWA/FTA PBPP:** Staff will attend to all DOT requirements regarding the establishment of performance targets and measuring progress toward targets. Descriptions of these activities can be found in subtasks MC-1a, MC-1e, MC-1l, and MC-3i. Progress will be documented in the Metropolitan Planning Annual Report (MC-3c).

MC-3H: PUBLIC TRANSIT ADVISORY COMMITTEE

- **Meetings:** Staff will convene quarterly meetings of representatives from public transit operators, to discuss funding, opportunities for collaboration, and policy. The committee will report to the TAC (MC-3a).

Task MC-3h Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Committee Meetings				

MC-3I: TRANSIT ASSET MANAGEMENT

- **Funding:** The Transit element of the TIP will be monitored for adherence to strategies that will assist the region in achieving regional Transit Asset Management performance targets.
- **Monitoring and Reporting:** Staff will continue to monitor individual agency asset management plans. Staff will report on progress toward identified transit asset management targets in the Metropolitan Planning Annual Report (MC-3c).

MC-3J: TRANSIT METRICS

- **Collection and Tracking:** Staff will utilize the National Transit Database and the assistance of the members of the Public Transit Advisory Committee to collect and track regional public transit metrics. These metrics will be used for internal analysis, project identification, and as study inputs.
- **Reporting and Visualization:** Staff will share regional metrics, with longitudinal comparisons and visualization, with the Public Transit Advisory Committee on an ongoing basis. The Metropolitan Planning Annual Report (MC-3c) will include these metrics.

MC-3K: TRANSIT FUNDING

- **Annual Apportionments:** With the guidance of the Public Transit Advisory Committee, staff will develop the annual Program of Projects for FTA formula funds, following the public outreach methodology described in the MPO Public Participation Plan.
- **Discretionary Funding:** Staff will continue to monitor for opportunities for grants that would fund projects directly or indirectly contributing to public transit mobility. Assistance will be offered to agencies applying for funding.
- **Revenue Stabilization:** Staff will work with operators to identify strategies to maintain continuity of operations through stabilization of local/state/federal funding or inter-agency cooperation.

Task MC-3k Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Annual Apportionments and POP				

MC-3L: TITLE VI

- **Policy:** Staff will undertake planning activities per the Title VI Program and Limited English Proficiency Plan, as approved by FTA
- **Project Scoping:** Staff will employ RPC’s social vulnerability index for all studies to identify appropriate outreach strategies and goals for those living in project areas.

MC-3M: DBE ACTIVITY

- **Outreach:** Staff will work to increase DBE participation, including through hosting or co-hosting workshops with DBE or potential DBE contractors.

- **Procurement:** Having established DBE goals, staff will ensure the goal is met through established procurement policies and best practices.

MC-3N: METROPOLITAN PLANNING EDUCATION

- **Agency Branding:** Staff intend on conducting an internal agency identification exercise that will consider standardized branding for documents, outreach materials, etc. Consideration will be given to an update to the RPC guidebook, public perception of the agency, the RPC logo, study covers, the distinction between the RPC and the TPC, and other elements as determined in the exercise.
- **Public Participation Plan:** Staff will conduct its annual review of the public participation plan to guarantee consistency with current planning priorities and soundness based on national best practices. Any updates to the plan will be submitted to FHWA and FTA.
- **Newsletter:** Staff will produce and distribute a quarterly newsletter that will include: a summary of an ongoing study or studies, an educational brief on MPO practices, updates on other RPC/TPC initiatives, and a calendar of upcoming events.

Task MC-3cn Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Participation Plan Review				
Newsletter				

MC-3O: TARGETED OUTREACH

- **Education:** Staff will deploy project specific outreach mechanisms, including neighborhood and stakeholder meetings, community workshops, pop-up events, and news media engagement, and others as appropriate.
- **Methodology:** The Social Vulnerability Index and coordination with citizen and advocacy groups will assist in determining appropriate methods and extent of outreach for a given project.

MC-3P: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.

MC-3Q: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- FY 25 Unified Planning Work Program
- Metropolitan Planning Annual Report
- Obligated Projects Documentation

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	49,770	FHWA	39,816	RPC
Consultant		State/Local	9,954	
Total	49,770			

STAFFING

Supervisor: Jason Sappington, AICP

Estimated Staff Hours:

MC-4.24 GIS AND DATA MANAGEMENT

GOAL

Responsible stewardship of the region's geographic and demographic data resources, including storage, security, analysis, and distribution.

OBJECTIVES

- Up-to-date analysis of socio-economic data that will support travel and land-use modelling, economic development planning, and Title VI/Environmental Justice activities.
- A database of transportation related data for use in identifying new projects, informing existing projects, and in the development of the miscellaneous planning products
- Coordination with local, state, and federal partners on prioritization of large and/or costly data acquisitions, policy and procedures
- Maintenance of the MPO's internal information technology systems and safeguarding of nonpublic or proprietary data

FY 23 MAJOR PRODUCTS

- FY 23-26 TIP data layers, amendments
- Metropolitan Transportation Plan data layers
- FFY 22 Obligated Projects data layers
- Census 2020 data

SUBTASKS

MC-4A: DATA DEVELOPMENT

- **Development:** Staff will coordinate the development and calibration of various demographic, land-use, employment, and transportation datasets in support of other tasks in the UPWP.
- **Coordination:** Staff will foster partnerships and administer sharing agreements with data producing entities to ensure access to the most accurate available data and up-to-date knowledge of data management best practices.
- **Census Data:** Staff will continue to process 2020 decennial and ACS census data for local transportation and land use planning purposes, and to assist in defining MPA boundaries and the functional aid network, per MC-1 and MC-4.

MC-4B: DATA ANALYSIS AND VISUALIZATION

- **General:** Staff will continue analyses and geo-processing of datasets for internal project development and prioritization, performance metrics, emergency preparedness, environmental planning, local and regional land use planning, and consultant activities.
- **Applications:** Processed data will be used to populate the Travel Demand Model (task MC-1), used as inputs into the Social Vulnerability Index (task MC-3), latent demand modelling, resiliency planning (task MC-2), and other project support as needed.

- **Visualization:** Custom visualization of geo-data will be produced for internal analysis, presentation to the TAC and the TPC, publication in the Metropolitan Planning Annual Report (MC-3c), and as needed for other MPO products.

MC-4C: GIS CONSORTIUM

- **Meetings:** Staff will host a quarterly meeting of GIS users from throughout the region and from various stakeholders to discuss data needs and availability, policy, best practices, and opportunities for collaboration.

Task MC-4c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Consortium Meetings				

MC-4D: PROJECT TRACKING

- **Tracking:** Staff will track projects in a database throughout their study, development, and implementation. Staff will continue to customize the project tracking database for use by staff, including further addition from study archives.
- **Mapping:** Projects in the database will be mapped. They will be modified as TIP and/or MTP documents are amended.
- **Obligated Projects Mapping:** Mapping of obligated projects will be take place annually, concurrently with MC-4e.

Task MC-4d Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Obligated Projects				

MC-4E: IT AND AV SUPPORT

- **Maintenance:** Staff and contracted IT services will continue the upkeep of internal IT systems, including personal computers, Audio/Video systems, network connectivity, security, and external backup for emergency or non-emergency related recovery needs.
- **Inventory:** Staff will work with the IT Consultant in ensuring the IT equipment used for MPO planning is documented, secure, and adequate to agency needs.

MC-4F: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.

MC-4G: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- Obligated Projects Map
- TIP Map

- IT Procurement Documentation

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	20,000	FHWA	16,000	RPC
Consultant		State/Local	4,000	
Total	20,000			

STAFFING

Supervisor: Lynn Dupont, ASLA

Estimated Staff Hours:

MC-5.24: UPWP MANAGEMENT

GOAL

Conducting the day to day administrative, contract management, and financial planning activities that ensure that the MPO functions of the staff and the TPC, and its conformity to adopted policy, as well as state and federal requirements

OBJECTIVES

- Coordination of the Transportation Policy Committee and all administrative and public requirements
- Preparation and management of contracts and agreements
- Fiscal responsibility and financial transparency
- Human resource functions which are necessary to ensure that staff have the wherewithal to conduct the everyday functions of the agency.

FY 23 MAJOR PRODUCTS

- None

SUBTASKS

MC-5A: CONTRACT MANAGEMENT

- **Procurement:** Staff will prepare and oversee contracts and intergovernmental agreements, ensuring that the necessary legal and contractual provisions, and guarantee these provisions are followed through the lifetime of the contract or agreement.
- **Organization:** Project files and associated contractual documents will be archived in RPC's standard online filing system for ease of access at a later date, as needed.

MC-5B: TPC COORDINATION

- **Monthly Meetings:** Staff will coordinate with the local elected officials and citizen representatives, including those that make up the Committee, and conduct of the monthly TPC meetings themselves, including preparing agendas, minutes, meeting packets/material, scheduling guest speakers, preparing budget and financial reports, making provisions for public participation, and preparing public notices announcing the meetings.

MC-5C: STAFF MANAGEMENT

- **UPWP:** Supervisors will oversee staff workflow, internal resource allocation, and staff development to fulfill the tasks of the UPWP and creation of its associated products within stated budgets and timelines.
- **Staff Meetings:** Planning staff will hold meetings every two weeks to better coordinate efforts and participate in agency decision-making.
- **Annual Review:** All staff will undergo annual performance reviews in the spring.
- **Employee Handbook:** Staff will internally develop a handbook summarizing staff roles and expectations.

Task MC-5c Timeline & Deliverables

Performance Reviews

Jul – Sep

Oct – Dec

Jan – Mar

Apr – Jun

MC-5D: FINANCIAL MANAGEMENT AND HUMAN RESOURCES

- **Finances:** Staff will conduct the necessary activities to ensure the timely processing of invoices, including coordination with DOTD financial sections. Grant balances, per contracts with LADOTD, will be tracked throughout the year to ensure appropriate workflow distribution. Annual audits of the agency will take place and results will be reported to the commission. Monthly budget reports will be made available to the commission.
- **Human Resources:** The director of finance will oversee retirement, insurance, hiring, and payroll functions.
- **Onboarding:** New planning staff will undergo a comprehensive month-long onboarding process to familiarize them with roles and responsibilities, metropolitan planning functions, and standard operating procedure for common tasks.

MC-5E: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.

MC-5F: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, FTA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- TPC Meeting Packets
- Employee Handbook

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	18,750	FHWA	15,000	RPC
Consultant		State/Local	3,750	
Total	18,750			

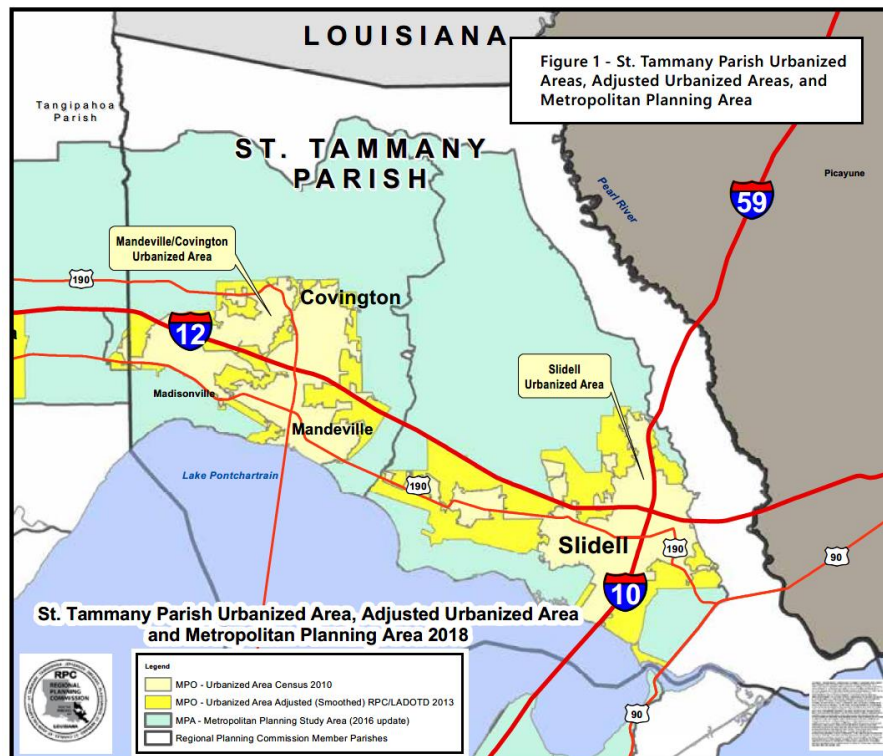
STAFFING

Supervisor: Megan Leonard

Estimated Staff Hours:

SLIDELL MPA

The Slidell metropolitan planning area lies in the southeastern corner of St. Tammany Parish. In 2020 the population of the MPA was xx,xxx. In addition to Slidell itself, significant population and/or employment centers in the Slidell MPA include Lacombe, Pearl River, and Eden Isles.



Within the Slidell MPA there are 331 miles of Federal Aid roadways, including the intersection of three interstate highways. I-10 connects Slidell to New Orleans to the southwest and the Mississippi Gulf Coast to the east. I-12 and connects Slidell to Mandeville-Covington, Hammond-Ponchatoula, and Baton Rouge. I-59 goes northeast towards Hattiesburg, MS. US 190 is another major east-west corridor connecting major urban centers on the Northshore.

Slidell hosts the easternmost trailhead of the Tammany Trace, a 31 mile multi-use path that threads through five communities in the parish. Demand Response public transit in Slidell is provided by the parish government in partnership with the parish's Council on Aging. The Slidell Municipal Airport, northeast of the city, has a 5,000 foot runway and 33 hangers. The Norfolk Southern Railroad transects Slidell on its way from New Orleans to Picayune, MS. Significant bodies of water in the MPA include Bayous Bonafouca and Liberty, Pearl River, and the northeastern shore of Lake Pontchartrain.

Slidell's primary challenge, from a transportation planning perspective, is growing congestion on its major corridors, due to pressures from development in the Parish. Slidell is also contending with drainage and flooding issues along the lakefront and local bayous.

PLANNING FACTORS

This UPWP is undertaken pursuant to and in compliance with the provisions of 23 USC 134(h)(1) and regulatory authority of 23 CFR 450.308. It has been developed with consideration of the planning factors for metropolitan transportation planning, as described in the Bipartisan Infrastructure Law.

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

The following table demonstrates how the tasks defined in the UPWP contribute to these planning factors in the Slidell MPA.

	SL-1	SL-2	SL-3	SL-4	SL-5
Economic Vitality	*	*	*	*	*
Safety	*	*	*	*	*
Security	*	*	*	*	*
Accessibility and Mobility	*		*	*	*
Environment	*	*	*	*	*
Modal Connectivity	*	*	*	*	*
Efficiency	*	*	*	*	*
Preservation	*			*	*
Resilience	*	*		*	*
Travel and Tourism	*	*	*		

FUNDING TABLE: BY SOURCE

Task	Description	FHWA PL	PL Match	FHWA Total	FTA 5303	FTA Match	FTA Total	Total
SL-1.24	Accessibility, Mobility, Safety, Freight	135,070	33,768	168,838				168,838
SL-2.24	Land Use and Environmental	70,000	17,500	87,500				87,500
SL-3.24	Metropolitan Planning				39,816	9,954	49,770	49,770
SL-4.24	GIS and Data Management	15,000	3,750	18,750				18,750
SL-5.24	UPWP Management	15,000	3,750	18,750				18,750
Total		235,070	58,768	293,838	39,816	9,954	49,770	343,608

FUNDING TABLE: BY RECIPIENT

Task	Description	RPC	Contractual				Total
			Cont. PL	New PL	Cont. FTA	New FTA	
SL-1.24	Accessibility, Mobility, Safety, Freight	28,685	30,000	110,153			168,838
SL-2.24	Land Use and Environmental	25,000		62,500			87,500
SL-3.24	Metropolitan Planning	49,770					49,770
SL-4.24	GIS and Data Management	18,750					18,750
SL-5.24	UPWP Management	18,750					18,750
Total		140,955	30,000	172,653			343,608

Notes:

No non-FHWA or non-FTA funds are used for planning for other modes.

All FHWA and FTA grants are provided at 80%, with 20% matching local funds.

Contractual Funding is for work contracted to another party, i.e., a consultant. RPC funds are for staff.

Continuing PL funds are dedicated to complete work started in the previous FY using funding from the current FY. Per LADOTD Policy, no PL Funds are eligible for "carryover" from previous Fiscal Years

SL-1.24: ACCESSIBILITY, MOBILITY, SAFETY, FREIGHT

GOALS

A regional surface transportation system that is safe, well maintained, dependable, and useful for all users.

A freight planning program that is responsive to the movement of goods at a regional, national, and global scale, and promotes safe, equitably derived, and efficient interactions between freight and the rest of the region's transportation systems.

OBJECTIVES

- Streets that are safe to use by the most vulnerable members of our community.
- Streets that are platforms for community wealth building and neighborhood vitality.
- Streets, roads, and bridges that are maintained at levels commensurate to their value to the community.
- Models that reasonably forecast conditions in a proposed transportation system
- Reliable methodologies for measuring conditions in the existing transportation system.
- Accountability and guidance derived through consistent goal setting and performance measurement
- Improved movement of national and international freight rail, passenger rail, truck, and waterborne transport in and through the New Orleans region.
- Improved safety through the removal and/or mitigation of conflicts and better integration of freight movement with regular motorized or non-motorized traffic.
- Communication with modal stakeholders that fosters collaborative decision making regarding multi-modal planning and implementation.

FY 23 MAJOR PRODUCTS

- Annual report on performance measures
- Demand model updates
- Mandeville Bicycle-Pedestrian Plan
- Freight Mobility Plan

SUBTASKS

SL-1A: COMPLETE STREETS AND SAFETY

- **Regional Guide:** Staff will scope and begin work on a regional Complete Streets guide. The guide will define Complete Streets through an updated MPO policy, and will provide a framework for identifying opportunities and implementing complete streets improvements on the region's streets. The document will be tailored to characteristics of the Mandeville-Covington urbanized area (as well as other urbanized areas, per NO-1, MC-1, and T-1).
- **Scoping:** Study scoping will take place at the corridor or sub-area level, considering the interaction of surrounding land uses and the transportation system, access management, and wide-scaled travel impacts of proposed improvements. All modes will be considered during the study scoping process, including multi-modal travel data collection, crash data, potential for physically separating non-motorized from motorized traffic, potential for other non-motorized safety countermeasures, connectivity of the overall bicycle and pedestrian network, and the demographic and physical characteristics of the study's

area of interest. Work in this subtask is intended to meet the mandates promulgated of the IJJA (PL 117-58), specifically Section 11206(b).

- **Safety Data:** Staff will conduct an annual review of regional safety data during Q2 to identify injury and fatality hot spots. The resulting analysis will be used to inform the TAC in FY 25 study selection. Tasks undertaken thereto will be mindful of the State Highway Safety Plan as promulgated by LADOTD and consistent with FHWA guidance as described in 23 CFR 924.9
- **Incident Management:** Staff will coordinate with local and national disaster management and emergency response stakeholders on a quarterly basis, to prepare for hazards and threats to the transportation system and identify strategies for incident response and recovery.
- **Performance Measures:** Pursuant to 23 USC 150, the MPO will either concur with LADOTD Highway Safety Improvement Program’s five safety performance targets, or will set its own targets, by February 27, 2024. Updates to progress will be documented in the annual report, completed in spring of 2024.

Task SL-1a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Complete Streets Guide Scope	█			
Complete Streets Guide		█	█	█
Safety Data Memo		█	█	
Safety Performance Report			█	█

SL-1B: NORTHSORE COORDINATION

- **Meetings:** Staff will attend monthly meetings with LADOTD District 62 and St. Tammany Parish officials to ensure coordination on ongoing and upcoming projects.

SL-1C: PRESERVATION

- **Coordination:** Staff will coordinate with state and local officials to identify segments of roadways and/or bridges that require overlays, rehabilitation, and other preservation methods.
- **Preservation Programs:** Staff will work with local parishes to create systematic, multi-year programs for conducting preservation on Federal-Aid roadways.
- **Performance Measures:** Pavement and bridge condition targets were adopted by the RPC in March of 2023 (FY 23). RPC will work with FHWA, the state, and local governments toward achievement of these targets, and will include progress in an annual report in spring of CY 2024.

Task SL-1c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Conditions Performance Report			█	█

SL-1D: TRAVEL DEMAND MODELLING

- **Development:** The existing four-step model will be maintained in-house and by a contractor. Staff will scope and pursue procurement of a substantial model update.
- **Execution:** Staff will use the model on a project-by-project basis to provide future travel demand scenarios based on projected demographics and network geometry. Staff may also provide model outputs to partner stakeholders and other requestors, depending on the nature of the request and the appropriateness of the model’s use for these proposals.

SL-1E: CONGESTION MANAGEMENT

- **Congestion Management Process:** Staff will continue to implement the Congestion Management Process (CMP). The CMP is iterative and ongoing, and includes monitoring congestion on major roadways, identifying bottlenecks on the congestion management system, and proposing network improvements. This subtask is intended to identify strategies and initiatives that address implementation mandates via the New Orleans UZA Transportation Improvement Program (TIP) per 23 CFR 450.322.
- **Transportation Demand Management:** Beyond multimodal improvements described elsewhere, studies will emphasize other transportation demand management and operational improvements to relieve corridor congestion, including geometric modifications and signal upgrades. Opportunities for corridor length or system-wide signalization plans will be pursued.
- **Performance Measures:** Congestion and reliability performance targets were adopted by the RPC in March of 2023 (FY 23). RPC will work with FHWA, the state, and local governments toward achievement of these targets, and will include progress in an annual report in spring of CY 2024.

Task SL-1e Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Congestion Performance Report				

SL-1F: SYSTEM SURVEILLANCE

- **Routine Traffic Counting Program:** Staff will conduct its annual traffic counting program in Fall 2023 through Spring 2024, addressing roadway segments where counts are at or over 3 years old, or where conditions otherwise warrant a more up-to-date measurement.
- **Routine Non-Motorized Counting Program:** Staff will design and test a routine counting program for bicyclists and pedestrians.
- **Project Based:** Study scoping will include, as appropriate, the collection of average daily traffic, peak travel periods, vehicle speed, intersection level of service, and other traffic data. Scoping will also include counts of bicycling and walking at identified locations in the study area.

Task SL-1f Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Routine Traffic Counting				

SL-1G: INTELLIGENT TRANSPORTATION SYSTEMS (ITS) AND INCIDENT MANAGEMENT

- **ITS Architecture:** Staff will coordinate with the state to ensure that the regional ITS architecture is up to date. Updates requiring systems engineering reports, if any, will be conducted in coordination with LADOTD, FHWA, and local agencies.
- **Emergency Preparedness Partnership:** Staff will host quarterly meetings of the Partnership.

SL-1I: FEDERAL AID NETWORK

- **Identification:** Urbanized boundaries were delivered from the US Census in Q3 of FY23. Staff will coordinate with local agencies, LADOTD, and FHWA to identify any necessary updates to the Federal Aid network in Q1 and Q2 of 2024.

SL-1J: FREIGHT COORDINATION

- **Freight Roundtable:** Staff will convene quarterly meetings of freight associated stakeholders. The Roundtable will determine implementation strategies for identified priorities in the Freight Mobility Plan. A representative of the roundtable will report to the Technical Advisory Committee (MC-3) quarterly.

- **Other:** Staff will attend other stakeholder meetings that are being held regarding regional freight to ensure coordination with RPC’s own freight planning activities.

Task SL-1j Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Freight Roundtable				

SL-1K: URBAN FREIGHT PLANNING

- **Safety:** Corridor studies with identified truck or rail interaction will emphasize measures to decrease conflicts. Annual review of safety data will highlight locations where conflicts with freight traffic have led to crashes will take place at the February TAC (Task MC-1).
- **Truck Routes:** Staff will continue to work with local agencies on developing strategies for safely routing trucks through urban areas.
- **Truck Parking:** Staff will continue to work with freight operators and local/state officials on identifying locations for truck parking/layover locations and amenities (EV hookup, safety lighting).
- **Intercity Rail:** As the state of Louisiana refines intercity rail planning, the MPO will assist be focusing on last mile connections and complementary land use planning at existing and planned passenger rail terminals.

SL-1L: FREIGHT CONGESTION AND EMISSIONS

- **Freight Emissions:** In coordination with Task MC-2, staff will identify best practices in estimating annual greenhouse gas emissions created by freight modes. These data will inform freight and resiliency planning efforts and potential grant applications for green freight infrastructure.
- **Performance Metrics:** Staff established and reported on performance targets for freight congestion in FY 23. Staff will continue to monitor these metrics and include them in an annual report.
- **Freight Travel Data:** Staff will continue to research potential sources of freight origin-destination-routing data for use in assisting in the identification of choke points, the upkeep of the regional travel demand model, and in support of other tasks under MC-1.

SL-1M: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.
 - **Traffic Data:** Procurement or renewal of a software as a service application used by staff to inform traffic surveillance and planning, will take place in Q3.

SL-1N: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR PRODUCTS

- Complete Streets Guidebook

- Federal Aid Network Map
- Routine Traffic Counts

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	28,685	FHWA	134,070	RPC
Consultant	148,903	State/Local	33,768	
Total	168,838			

STAFFING

Supervisor: Jeffrey Roesel, AICP

Estimated Staff Hours:

SL-2.24 RESILIENCY AND LAND USE

GOAL

Planning for transportation systems that will endure stress caused by natural disasters, and that will further support resilient communities through encouraging sustainable development, contributing to stormwater management, improving public health and, where necessary, providing safe evacuation facilities.

OBJECTIVES

- Transportation facilities that are resistant to chronic and acute climate and weather stressors.
- Transportation or transportation adjacent facilities and features that contribute toward the public health of communities that face challenges from climate and weather.
- A resiliency plan that identifies assets and vulnerabilities in both communities and within existing infrastructure that are impacted by climate threats and prioritizes measures to improve resilience.
- A unified land use and transportation planning approach that considers the impacts of transportation investments on accessibility to housing, services, and public health.

FY 23 MAJOR PRODUCTS

- Scoping for Resiliency Plan

SUBTASKS

SL-2A: REGIONAL RESILIENCY PLAN

- **Plan Report Development:** RPC intends to develop a regional resiliency plan in FY 24. The plan will consist of multiple reports which will be published upon completion. The plan will guide staff's efforts by assessing risks to transportation infrastructure and communities and providing potential means to mitigate or avoid climate disruption. The plan will assist in prioritizing projects for funding under PROTECT Act, FHWA's Carbon Reduction Program, and other programs with similar objectives. The plan will include, at a minimum, the following:
 - *Baseline Conditions Report*, a regulatory and historical framework and an identification of climate vulnerable infrastructure and communities
 - *Resilience Improvement Plan and Carbon Reduction Strategy*, A methodology for prioritizing projects for funding under PROTECT, the Carbon Reduction Program, and other programs
 - *Associated Reports*: Reports that address regional vulnerability and assessment that are transportation adjacent or not directly related to transportation infrastructure, such as social vulnerability, economic development, other critical infrastructure, other environmental stressors, operations/evacuation, etc.
 - *Final Recommendations*: Recommendation of actions and policy for RPC.

Task SL-2a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Baseline Conditions Report	[Task Active]			
Transportation Resilience Plan		[Task Active]		
Associated Reports		[Task Active]		
Final Recommendations				[Task Active]

SL-2B: INFRASTRUCTURE HARDENING

- **Scoping:** All scopes that include alternatives with potential rehabilitation or reconstruction of transportation facilities, particularly in locations identified as high risk in the Resiliency Plan, should consider the ability to harden, elevate, or otherwise increase the facilities' ability to resist flooding, heat, and other climatic or associated weather stressors.
- **Funding:** Staff will work with federal, state, and local partners to identify funding sources, strategies, and priorities for the hardening or elevating of vulnerable infrastructure.

SL-2C: LAND USE AND TRANSPORTATION

- **Scoping:** Study scoping will include, with rare exceptions, an analysis of land-use characteristics surrounding a project corridor. These data will inform travel characteristics, and measures of accessibility to housing, employment, and critical services (medical, childcare, education, etc.) of the project area, particularly in disadvantaged communities.
- **Sub-Area and Corridor Studies:** Staff will work with stakeholders to identify opportunities to provide transportation planning elements that supplement local land use planning efforts.
- **Public Health:** Staff will evaluate public health Impacts of new or planned transportation infrastructure funded through the MPO. Consideration will be given to changes in vehicle emissions, air quality, or other exposure to toxins, opportunities for active transportation, shade and other cooling effects, access to greenspace, access to medical services, access for the disabled and/or elderly, etc.

SL-2D: EV INFRASTRUCTURE

- **Coordination:** Staff will coordinate with the state and with local governments on the funding and effective deployment of EV infrastructure in local communities and on regional corridors.
- **Support:** Staff will continue to provide local governments with guidance on best practices and models for deployment of EV infrastructure.

SL-2E: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.

SL-2F: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain the continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR PRODUCTS

- Resiliency Plan
- Carbon Reduction Prioritization Strategy

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	25,000	FHWA	70,000	RPC
Consultant	62,500	State/Local	17,500	
Total	87,500			

STAFFING

Supervisor: Thomas Haysley, AICP

Estimated Staff Hours:

SL-3.24 CORE METROPOLITAN PLANNING

GOAL

Creating, refining, and implementing the core MPO products, including the Transportation Improvement Program, the Metropolitan Transportation Plan, and the Unified Planning Work Program.

OBJECTIVES

- Develop and maintain the three primary planning documents for the Slidell UZA Metropolitan Planning Area: the Transportation Improvement Program (TIP), the Long Range Metropolitan Transportation Plan (MTP), and the Unified Planning Work Program (UPWP).
- Foster constructive dialog with key stakeholders and the public that informs the priorities of the metropolitan planning process.
- Shepherd and track the progress of projects from prioritization to implementation.

FY 23 MAJOR PRODUCTS

- 2052 Metropolitan Transportation Plan
- 2023-2026 Transportation Improvement Program
- FY 2024 Unified Planning Work Program and Progress Reports
- Obligated Projects
- Updated Title VI Program

SUBTASKS

SL-3A: TECHNICAL ADVISORY COMMITTEE

- **Quarterly Meeting:** The TAC will meet on a quarterly basis. The purpose and membership of the TAC will be defined in bylaws which will be under review by the TAC entering FY 24. Generally, the TAC will review and make recommendations to the TPC regarding core metropolitan planning products. RPC staff will be responsible for all meetings and materials.
- **Subcommittees:** Issue specific subcommittees will meet on a self-defined basis and will make regular reports to the TAC. The TAC may create temporary or permanent subcommittees.

Task SL-3a Timeline & Deliverables

TAC Meetings

Jul – Sep

Oct – Dec

Jan – Mar

Apr – Jun

SL-3B: TRANSPORTATION IMPROVEMENT PROGRAM

- **Monthly Review:** Staff will conduct a monthly review of the FY 23-26 TIP to ensure projects are progressing toward obligation at an expected rate.
- **Stakeholder Coordination:** Staff will conduct regular outreach to LADOTD and local governments to ensure that the TIP still reflects state priorities and to assist local agencies in moving their programmed projects toward obligation.

SL-3C: METROPOLITAN TRANSPORTATION PLAN ANNUAL REPORT

- **Development and Distribution:** Staff will create and distribute (via the website, TAC, subcommittees, and the RPC mailing list) an annual report summarizing:

- Progress toward established FTA and FHWA performance targets
- Performance in and visualization of other transportation metrics (highway, crash/safety, freight, public transit, and others as deemed available and pertinent)
- Progress in strategies identified in the MTP
- Planning Studies and FY23 UPWP overview

Task SL-3c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Annual Report				

SL-3D: UNIFIED PLANNING WORK PROGRAM

- **Progress Reporting:** Staff will prepare quarterly reports describing progress on tasks/sub-tasks in the FY 24 UPWP, for submission to LADOTD and FHWA
- **Internal Review:** Staff will conduct quarterly internal reviews of the UPWP to determine progress on subtasks and associated timelines assess potential need for amendment.
- **FY 25 UPWP:** The draft FY 24 UPWP for the New Orleans UZA will be prepared in Q2 and Q3. The draft will be submitted to the TAC, FHWA, LADOTD for review in Q3. Pending favorable review and recommendation by the TAC, the draft will be submitted to the TPC in Q4 for final approval in May.

Task SL-3d Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Progress Reporting				
Internal Review				
FY25 UPWP				

SL-3E: OBLIGATED PROJECTS

- **Documentation:** Projects obligated in FFY 2023 will be mapped and categorized by type and funding source to measure success toward a reasonable distribution of project types and modal emphasis areas. The report will be published on the website.

Task SL-3e Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Documentation				

SL-3F: INTERGOVERNMENTAL COORDINATION

- **Agreements Updates:** Staff will update agreements with LADOTD, local parishes, and public transit agencies, defining roles, responsibilities, and deliverables.
- **Staff Liaisons:** Teams of staff, led by a principal, will be assigned to maintain communications with one or more parishes over the course of the year, to assist in defining local transportation needs and priorities.
- **Metropolitan Planning Area:** Having received urbanized area boundaries from the census in late 2022, staff will coordinate with FHWA and FTA in defining updated Metropolitan Planning Area boundaries.

Task SL-3f Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Agreements				

SL-3G: PERFORMANCE BASED PLANNING AND PROGRAMMING

- **FHWA/FTA PBPP:** Staff will attend to all DOT requirements regarding the establishment of performance targets and measuring progress toward targets. Descriptions of these activities can be found in subtasks SL-1a, SL-1e, SL-1l, and SL-3i. Progress will be documented in the Metropolitan Planning Annual Report (SL-3c).

SL-3H: PUBLIC TRANSIT ADVISORY COMMITTEE

- **Meetings:** Staff will convene quarterly meetings of representatives from public transit operators, to discuss funding, opportunities for collaboration, and policy. The committee will report to the TAC.

Task SL-3h Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Committee Meetings				

SL-3I: TRANSIT ASSET MANAGEMENT

- **Funding:** The Transit element of the TIP will be monitored for adherence to strategies that will assist the region in achieving regional Transit Asset Management performance targets.
- **Monitoring and Reporting:** Staff will continue to monitor individual agency asset management plans. Staff will report on progress toward identified transit asset management targets in the Metropolitan Planning Annual Report (SL-3c).

SL-3J: TRANSIT METRICS

- **Collection and Tracking:** Staff will utilize the National Transit Database and the assistance of the members of the Public Transit Advisory Committee to collect and track regional public transit metrics. These metrics will be used for internal analysis, project identification, and as study inputs.
- **Reporting and Visualization:** Staff will share regional metrics, with longitudinal comparisons and visualization, with the Public Transit Advisory Committee on an ongoing basis. The Metropolitan Planning Annual Report (SL-3c) will include these metrics.

SL-3K: TRANSIT FUNDING

- **Annual Apportionments:** With the guidance of the Public Transit Advisory Committee, staff will develop the annual Program of Projects for FTA formula funds, following the public outreach methodology described in the MPO Public Participation Plan.
- **Discretionary Funding:** Staff will continue to monitor for opportunities for grants that would fund projects directly or indirectly contributing to public transit mobility. Assistance will be offered to agencies applying for funding.
- **Revenue Stabilization:** Staff will work with operators to identify strategies to maintain continuity of operations through stabilization of local/state/federal funding or inter-agency cooperation.

Task SL-3k Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Annual Apportionments and POP				

SL-3L: TITLE VI

- **Policy:** Staff will undertake planning activities per the Title VI Program and Limited English Proficiency Plan, as approved by FTA
- **Project Scoping:** Staff will employ RPC’s social vulnerability index for all studies to identify appropriate outreach strategies and goals for those living in project areas.

SL-3M: DBE ACTIVITY

- **Outreach:** Staff will work to increase DBE participation, including through hosting or co-hosting workshops with DBE or potential DBE contractors.

- **Procurement:** Having established DBE goals, staff will ensure the goal is met through established procurement policies and best practices.

SL-3N: METROPOLITAN PLANNING EDUCATION

- **Agency Branding:** Staff intends on conducting an internal agency identification exercise that will consider standardized branding for documents, outreach materials, etc. Consideration will be given to an update to the RPC guidebook, public perception of the agency, the RPC logo, study covers, the distinction between the RPC and the TPC, and other elements as determined in the exercise.
- **Public Participation Plan:** Staff will conduct its annual review of the public participation plan to guarantee consistency with current planning priorities and soundness based on national best practices. Any updates to the plan will be submitted to FHWA and FTA.
- **Newsletter:** Staff will produce and distribute a quarterly newsletter that will include: a summary of an ongoing study or studies, an educational brief on MPO practices, updates on other RPC/TPC initiatives, and a calendar of upcoming events.

Task SL-3n Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Participation Plan Review				
Newsletter				

SL-3O: TARGETED OUTREACH

- **Education:** Staff will deploy project specific outreach mechanisms, including neighborhood and stakeholder meetings, community workshops, pop-up events, and news media engagement, and others as appropriate.
- **Methodology:** The Social Vulnerability Index and coordination with citizen and advocacy groups will assist in determining appropriate methods and extent of outreach for a given project.

SL-3P: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.

SL-3Q: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- FY 25 Unified Planning Work Program
- Metropolitan Planning Annual Report
- Obligated Projects Documentation

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	49,770	FHWA	39,816	RPC
Consultant		State/Local	9,954	
Total	49,770			

STAFFING

Supervisor: Jason Sappington, AICP

Estimated Staff Hours:

SL-4.24 GIS AND DATA MANAGEMENT

GOAL

Responsible stewardship of the region's geographic and demographic data resources, including storage, security, analysis, and distribution.

OBJECTIVES

- Up-to-date analysis of socio-economic data that will support travel and land-use modelling, economic development planning, and Title VI/Environmental Justice activities.
- A database of transportation related data for use in identifying new projects, informing existing projects, and in the development of the miscellaneous planning products
- Coordination with local, state, and federal partners on prioritization of large and/or costly data acquisitions, policy and procedures
- Maintenance of the MPO's internal information technology systems and safeguarding of nonpublic or proprietary data

FY 23 MAJOR PRODUCTS

- FY 23-26 TIP data layers, amendments
- Metropolitan Transportation Plan data layers
- FFY 22 Obligated Projects data layers
- Census 2020 data

SUBTASKS

SL-4A: DATA DEVELOPMENT

- **Development:** Staff will coordinate the development and calibration of various demographic, land-use, employment, and transportation datasets in support of other tasks in the UPWP.
- **Coordination:** Staff will foster partnerships and administer sharing agreements with data producing entities to ensure access to the most accurate available data and up-to-date knowledge of data management best practices.
- **Census Data:** Staff will continue to process 2020 decennial and ACS census data for local transportation and land use planning purposes, and to assist in defining MPA boundaries and the functional aid network, per SL-1 and SL-4.

SL-4B: DATA ANALYSIS AND VISUALIZATION

- **General:** Staff will continue analyses and geo-processing of datasets for internal project development and prioritization, performance metrics, emergency preparedness, environmental planning, local and regional land use planning, and consultant activities.
- **Applications:** Processed data will be used to populate the Travel Demand Model (task SL-1), used as inputs into the Social Vulnerability Index (task SL-3), latent demand modelling, resiliency planning (task SL-2), and other project support as needed.

- **Visualization:** Custom visualization of geo-data will be produced for internal analysis, presentation to the TAC and the TPC, publication in the Metropolitan Planning Annual Report (SL-3c), and as needed for other MPO products.

SL-4C: GIS CONSORTIUM

- **Meetings:** Staff will host a quarterly meeting of GIS users from throughout the region and from various stakeholders to discuss data needs and availability, policy, best practices, and opportunities for collaboration.

Task SL-4c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Consortium Meetings				

SL-4D: PROJECT TRACKING

- **Tracking:** Staff will track projects in a database throughout their study, development, and implementation. Staff will continue to customize the project tracking database for use by staff, including further addition from study archives.
- **Mapping:** Projects in the database will be mapped. They will be modified as TIP and/or MTP documents are amended.
- **Obligated Projects Mapping:** Mapping of obligated projects will be take place annually, concurrently with SL-4e.

Task SL-4d Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Obligated Projects				

SL-4E: IT AND AV SUPPORT

- **Maintenance:** Staff and contracted IT services will continue the upkeep of internal IT systems, including personal computers, Audio/Video systems, network connectivity, security, and external backup for emergency or non-emergency related recovery needs.
- **Inventory:** Staff will work with the IT Consultant in ensuring the IT equipment used for MPO planning is documented, secure, and adequate to agency needs.

SL-4F: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.

SL-4G: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- Obligated Projects Map
- TIP Map

- IT Procurement Documentation

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC Consultant	18,750	FHWA State/Local	15,000 3,750	RPC
Total	18,750			

STAFFING

Supervisor: Lynn Dupont, ASLA

Estimated Staff Hours:

SL-5.24: UPWP MANAGEMENT

GOAL

Conducting the day to day administrative, contract management, and financial planning activities that ensure that the MPO functions of the staff and the TPC, and its conformity to adopted policy, as well as state and federal requirements

OBJECTIVES

- Coordination of the Transportation Policy Committee and all administrative and public requirements
- Preparation and management of contracts and agreements
- Fiscal responsibility and financial transparency
- Human resource functions which are necessary to ensure that staff have the wherewithal to conduct the everyday functions of the agency.

FY 23 MAJOR PRODUCTS

- None

SUBTASKS

SL-5A: CONTRACT MANAGEMENT

- **Procurement:** Staff will prepare and oversee contracts and intergovernmental agreements, ensuring that the necessary legal and contractual provisions, and guarantee these provisions are followed through the lifetime of the contract or agreement.
- **Organization:** Project files and associated contractual documents will be archived in RPC's standard online filing system for ease of access at a later date, as needed.

SL-5B: TPC COORDINATION

- **Monthly Meetings:** Staff will coordinate with the local elected officials and citizen representatives, including those that make up the Committee, and conduct of the monthly TPC meetings themselves, including preparing agendas, minutes, meeting packets/material, scheduling guest speakers, preparing budget and financial reports, making provisions for public participation, and preparing public notices announcing the meetings.

SL-5C: STAFF MANAGEMENT

- **UPWP:** Supervisors will oversee staff workflow, internal resource allocation, and staff development to fulfill the tasks of the UPWP and creation of its associated products within stated budgets and timelines.
- **Staff Meetings:** Planning staff will hold meetings every two weeks to better coordinate efforts and participate in agency decision-making.
- **Annual Review:** All staff will undergo annual performance reviews in the spring.
- **Employee Handbook:** Staff will internally develop a handbook summarizing staff roles and expectations.

Task MC-5c Timeline & Deliverables

Performance Reviews

Jul – Sep

Oct – Dec

Jan – Mar

Apr – Jun

SL-5D: FINANCIAL MANAGEMENT AND HUMAN RESOURCES

- **Finances:** Staff will conduct the necessary activities to ensure the timely processing of invoices, including coordination with DOTD financial sections. Grant balances, per contracts with LADOTD, will be tracked throughout the year to ensure appropriate workflow distribution. Annual audits of the agency will take place and results will be reported to the commission. Monthly budget reports will be made available to the commission.
- **Human Resources:** The director of finance will oversee retirement, insurance, hiring, and payroll functions.
- **Onboarding:** New planning staff will undergo a comprehensive month-long onboarding process to familiarize them with roles and responsibilities, metropolitan planning functions, and standard operating procedure for common tasks.

SL-5E: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.

SL-5F: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, FTA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- TPC Meeting Packets
- Employee Handbook

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	18,750	FHWA	15,000	RPC
Consultant		State/Local	3,750	
Total	18,750			

STAFFING

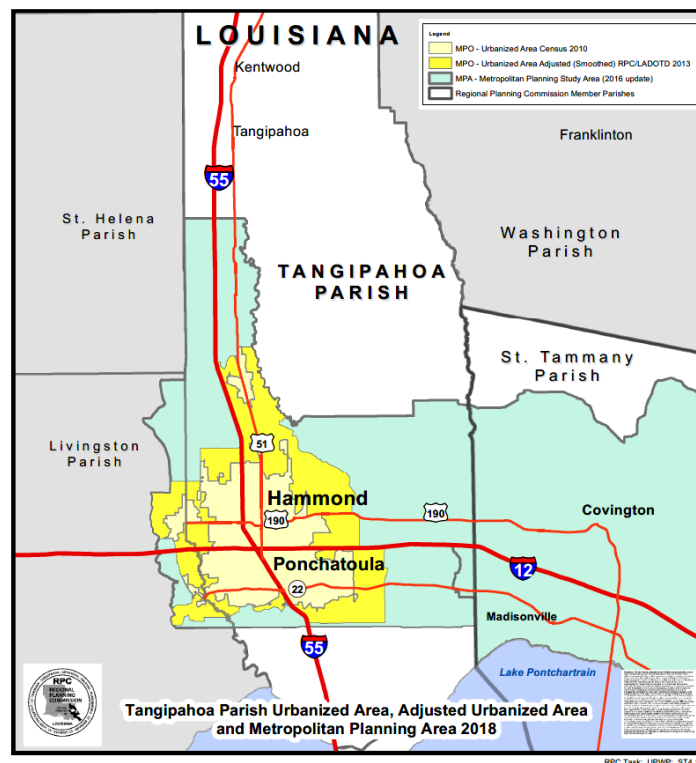
Supervisor: Megan Leonard

Estimated Staff Hours:

TANGIPAHOA MPA

Tangipahoa, which includes the cities of Hammond (pop. 20,768) and Ponchatoula (pop. 6,659), was designated as an urbanized area following the 2010 census. In 2018 the population of the urbanized area was 71,303. It is located northwest of New Orleans, west of St. Tammany Parish, and 45 miles east of Baton Rouge. Cities in the Urbanized Area include Hammond and Ponchatoula. In addition to being a major residential and employment center, Hammond is the home of Southeast Louisiana University.

Within the MPA there are 472 miles of Federal Aid roadways, including two interstate highways: I-12 and I-55. US 190 is another major east-west corridor that connects major urban centers on the Northshore.



Fixed route public transit is available in Hammond and Ponchatoula with demand response available parish-wide, provided by the parish government in partnership with the Council on Aging. The Hammond Northshore Regional Airport, northeast of Hammond, is a 900 acre facility with two runways. A Canadian National rail line traverses the MPA from north to south, also carrying Amtrak service.

The primary challenge facing the MPA, from a transportation perspective, is the large amount of development taking place, particularly in the southeastern part of the MPA, and the demands that this development is placing on existing transportation infrastructure. Planning is focused on assisting the parish and the cities to manage and guide this growth and mitigate congestion and maintenance issues that often accompany it.

PLANNING FACTORS

This UPWP is undertaken pursuant to and in compliance with the provisions of 23 USC 134(h)(1) and regulatory authority of 23 CFR 450.308. It has been developed with consideration of the planning factors for metropolitan transportation planning, as described in the Bipartisan Infrastructure Law.

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

The following table demonstrates how the tasks defined in the UPWP contribute to these planning factors in the New Orleans MPA.

	T-1	T-2	T-3	T-4	T-5
Economic Vitality	*	*	*	*	*
Safety	*	*	*	*	*
Security	*	*	*	*	*
Accessibility and Mobility	*		*	*	*
Environment	*	*	*	*	*
Modal Connectivity	*	*	*	*	*
Efficiency	*	*	*	*	*
Preservation	*			*	*
Resilience	*	*		*	*
Travel and Tourism	*	*	*		

FUNDING TABLE: BY SOURCE

Task	Description	FHWA PL	PL Match	FHWA Total	FTA 5303	FTA Match	FTA Total	Total
T-1.24	Traveler Mobility and Accessibility Safety	114,391	28,598	142,989				142,989
T-2.24	Land Use and Environmental	60,000	15,000	75,000				75,000
T-3.24	Metropolitan Planning				34,974	8,744	43,718	43,718
T-4.24	GIS and Data Management	10,000	2,500	12,500				12,500
T-5.24	UPWP Management	8,000	2,000	10,000				10,000
Total		192,391	48,098	240,489	34,974	8,744	43,718	284,206

FUNDING TABLE: BY RECIPIENT

Task	Description	RPC	Contractual				Total
			Cont. PL	New PL	Cont. FTA	New FTA	
T-1.24	Traveler Mobility Accessibility Safety	30,000		112,989			140,000
T-2.24	Land Use and Environmental	20,000		55,000			75,000
T-3.24	Metropolitan Planning	43,718					43,718
T-4.24	GIS and Data Management	10,000					12,500
T-5.24	UPWP Management	10,000					10,000
Total		113,718		170,488			284,206

Notes:

No non-FHWA or non-FTA funds are used for planning for other modes.

All FHWA and FTA grants are provided at 80%, with 20% matching local funds.

Contractual Funding is for work contracted to another party, i.e., a consultant. RPC funds are for staff.

Continuing PL funds are dedicated to complete work started in the previous FY using funding from the current FY. Per LADOTD Policy, no PL Funds are eligible for "carryover" from previous Fiscal Years

T-1.24: ACCESSIBILITY, MOBILITY, SAFETY, FREIGHT

GOALS

A regional surface transportation system that is safe, well maintained, dependable, and useful for all users.

A freight planning program that is responsive to the movement of goods at a regional, national, and global scale, and promotes safe, equitably derived, and efficient interactions between freight and the rest of the region's transportation systems.

OBJECTIVES

- Streets that are safe to use by the most vulnerable members of our community.
- Streets that are platforms for community wealth building and neighborhood vitality.
- Streets, roads, and bridges that are maintained at levels commensurate to their value to the community.
- Models that reasonably forecast conditions in a proposed transportation system
- Reliable methodologies for measuring conditions in the existing transportation system.
- Accountability and guidance derived through consistent goal setting and performance measurement
- Improved movement of national and international freight rail, passenger rail, truck, and waterborne transport.
- Improved safety through the removal and/or mitigation of conflicts and better integration of freight movement with regular motorized or non-motorized traffic.
- Communication with modal stakeholders that fosters collaborative decision making regarding multi-modal planning and implementation.

FY 23 MAJOR PRODUCTS

- Annual report on performance measures
- Demand model updates
- Freight Mobility Plan

SUBTASKS

T-1A: COMPLETE STREETS AND SAFETY

- **Regional Guide:** Staff will scope and begin work on a regional Complete Streets guide. The guide will define Complete Streets through an updated MPO policy, and will provide a framework for identifying opportunities and implementing complete streets improvements on the region's streets. The document will be tailored to characteristics of the Mandeville-Covington urbanized area (as well as other urbanized areas, per NO-1, MC-1, and SL-1).
- **Scoping:** Study scoping will take place at the corridor or sub-area level, considering the interaction of surrounding land uses and the transportation system, access management, and wide-scaled travel impacts of proposed improvements. All modes will be considered during the study scoping process, including multi-modal travel data collection, crash data, potential for physically separating non-motorized from motorized traffic, potential for other non-motorized safety countermeasures, connectivity of the overall bicycle and pedestrian network, and the demographic and physical characteristics of the study's area of interest. Work in this subtask is intended to meet the mandates promulgated of the IJA (PL 117-58), specifically Section 11206(b).

- **Safety Data:** Staff will conduct an annual review of regional safety data during Q2 to identify injury and fatality hot spots. The resulting analysis will be used to inform the TAC in FY 25 study selection. Tasks undertaken thereto will be mindful of the State Highway Safety Plan as promulgated by LADOTD and consistent with FHWA guidance as described in 23 CFR 924.9
- **Incident Management:** Staff will coordinate with local and national disaster management and emergency response stakeholders on a quarterly basis, to prepare for hazards and threats to the transportation system and identify strategies for incident response and recovery.
- **Performance Measures:** Pursuant to 23 USC 150, the MPO will either concur with LADOTD Highway Safety Improvement Program’s five safety performance targets, or will set its own targets, by February 27, 2024. Updates to progress will be documented in the annual report, completed in spring of 2024.

Task SL-1a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Complete Streets Guide Scope	█			
Complete Streets Guide		█	█	█
Safety Data Memo		█		
Safety Performance Report			█	

T-1B: NORTHSHORE COORDINATION

- **Meetings:** Staff will attend monthly meetings with LADOTD District 62 and St. Tammany Parish officials to ensure coordination on ongoing and upcoming projects.

T-1C: PRESERVATION

- **Coordination:** Staff will coordinate with state and local officials to identify segments of roadways and/or bridges that require overlays, rehabilitation, and other preservation methods.
- **Preservation Programs:** Staff will work with local parishes to create systematic, multi-year programs for conducting preservation on Federal-Aid roadways.
- **Performance Measures:** Pavement and bridge condition targets were adopted by the RPC in March of 2023 (FY 23). RPC will work with FHWA, the state, and local governments toward achievement of these targets, and will include progress in an annual report in spring of CY 2024.

Task A-1c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Conditions Performance Report			█	

T-1D: TRAVEL DEMAND MODELLING

- **Development:** The existing four-step model will be maintained in-house and by a contractor. Staff will scope and pursue procurement of a substantial model update.
- **Execution:** Staff will use the model on a project-by-project basis to provide future travel demand scenarios based on projected demographics and network geometry. Staff may also provide model outputs to partner stakeholders and other requestors, depending on the nature of the request and the appropriateness of the model’s use for these proposals.

T-1E: CONGESTION MANAGEMENT

- **Congestion Management Process:** Staff will continue to implement the Congestion Management Process (CMP). The CMP is iterative and ongoing, and includes monitoring congestion on major roadways, identifying bottlenecks on the congestion management system, and proposing network improvements.

This subtask is intended to identify strategies and initiatives that address implementation mandates via the New Orleans UZA Transportation Improvement Program (TIP) per 23 CFR 450.322.

- **Transportation Demand Management:** Beyond multimodal improvements described elsewhere, studies will emphasize other transportation demand management and operational improvements to relieve corridor congestion, including geometric modifications and signal upgrades. Opportunities for corridor length or system-wide signalization plans will be pursued.
- **Performance Measures:** Congestion and reliability performance targets were adopted by the RPC in March of 2023 (FY 23). RPC will work with FHWA, the state, and local governments toward achievement of these targets, and will include progress in an annual report in spring of CY 2024.

Task A-1e Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Congestion Performance Report				

T-1F: SYSTEM SURVEILLANCE

- **Routine Traffic Counting Program:** Staff will conduct its annual traffic counting program in Fall 2023 through Spring 2024, addressing roadway segments where counts are at or over 3 years old, or where conditions otherwise warrant a more up-to-date measurement.
- **Routine Non-Motorized Counting Program:** Staff will design and test a routine counting program for bicyclists and pedestrians.
- **Project Based:** Study scoping will include, as appropriate, the collection of average daily traffic, peak travel periods, vehicle speed, intersection level of service, and other traffic data. Scoping will also include counts of bicycling and walking at identified locations in the study area.

Task T-1f Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Routine Traffic Counting				

T-1G: INTELLIGENT TRANSPORTATION SYSTEMS (ITS) AND INCIDENT MANAGEMENT

- **ITS Architecture:** Staff will coordinate with the state to ensure that the regional ITS architecture is up to date. Updates requiring systems engineering reports, if any, will be conducted in coordination with LADOTD, FHWA, and local agencies.
- **Emergency Preparedness Partnership:** Staff will host quarterly meetings of the Partnership.

T-1I: FEDERAL AID NETWORK

- **Identification:** Urbanized boundaries were delivered from the US Census in Q3 of FY23. Staff will coordinate with local agencies, LADOTD, and FHWA to identify any necessary updates to the Federal Aid network in Q1 and Q2 of 2024.

T-1J: FREIGHT COORDINATION

- **Freight Roundtable:** Staff will convene quarterly meetings of freight associated stakeholders. The Roundtable will determine implementation strategies for identified priorities in the Freight Mobility Plan. A representative of the roundtable will report to the Technical Advisory Committee (T-3) quarterly.
- **Other:** Staff will attend other stakeholder meetings that are being held regarding regional freight to ensure coordination with RPC’s own freight planning activities.

Task T-1j Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun

T-1K: URBAN FREIGHT PLANNING

- **Safety:** Corridor studies with identified truck or rail interaction will emphasize measures to decrease conflicts. Annual review of safety data will highlight locations where conflicts with freight traffic have led to crashes will take place at the February TAC.
- **Truck Routes:** Staff will continue to work with local agencies on developing strategies for safely routing trucks through urban areas.
- **Truck Parking:** Staff will continue to work with freight operators and local/state officials on identifying locations for truck parking/layover locations and amenities (EV hookup, safety lighting).
- **Intercity Rail:** As the state of Louisiana refines intercity rail planning, the MPO will assist by focusing on last mile connections and complementary land use planning at existing and planned passenger rail terminals.

T-1L: FREIGHT CONGESTION AND EMISSIONS

- **Freight Emissions:** In coordination with Task T-2, staff will identify best practices in estimating annual greenhouse gas emissions created by freight modes. These data will inform freight and resiliency planning efforts and potential grant applications for green freight infrastructure.
- **Performance Metrics:** Staff established and reported on performance targets for freight congestion in FY 23. Staff will continue to monitor these metrics and include them in an annual report.
- **Freight Travel Data:** Staff will continue to research potential sources of freight origin-destination-routing data for use in assisting in the identification of choke points, the upkeep of the regional travel demand model, and in support of other tasks under T-1.

T-1J: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.
 - **Traffic Data:** Procurement or renewal of a software as a service application used by staff to inform traffic surveillance and planning, will take place in Q3.

T-1K: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR PRODUCTS

- Complete Streets Guidebook
- Federal Aid Network Map
- Routine Traffic Counts

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	30,000	FHWA	112,000	RPC
Consultant	110,000	State/Local	28,000	
Total	140,000			

STAFFING

Supervisor: Jeffrey Roesel, AICP

Estimated Staff Hours:

T-2.24 RESILIENCY AND LAND USE

GOAL

Planning for transportation systems that will endure stress caused by natural disasters, and that will further support resilient communities through encouraging sustainable development, contributing to stormwater management, improving public health and, where necessary, providing safe evacuation facilities.

OBJECTIVES

- Transportation facilities that are resistant to chronic and acute climate and weather stressors.
- Transportation or transportation adjacent facilities and features that contribute toward the public health of communities that face challenges from climate and weather.
- A resiliency plan that identifies assets and vulnerabilities in both communities and within existing infrastructure that are impacted by climate threats and prioritizes measures to improve resilience.
- A unified land use and transportation planning approach that considers the impacts of transportation investments on accessibility to housing, services, and public health.

FY 23 MAJOR PRODUCTS

- Scoping for Resiliency Plan

SUBTASKS

T-2A: REGIONAL RESILIENCY PLAN

- **Plan Report Development:** RPC intends to develop a regional resiliency plan in FY 24. The plan will consist of multiple reports which will be published upon completion. The plan will guide staff's efforts by assessing risks to transportation infrastructure and communities and providing potential means to mitigate or avoid climate disruption. The plan will assist in prioritizing projects for funding under PROTECT Act, FHWA's Carbon Reduction Program, and other programs with similar objectives. The plan will include, at a minimum, the following:
 - *Baseline Conditions Report*, a regulatory and historical framework and an identification of climate vulnerable infrastructure and communities
 - *Resilience Improvement Plan and Carbon Reduction Strategy*, A methodology for prioritizing projects for funding under PROTECT, the Carbon Reduction Program, and other programs
 - *Associated Reports*: Reports that address regional vulnerability and assessment that are transportation adjacent or not directly related to transportation infrastructure, such as social vulnerability, economic development, other critical infrastructure, other environmental stressors, operations/evacuation, etc.
 - *Final Recommendations*: Recommendation of actions and policy for RPC.

Task SL-2a Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Baseline Conditions Report	[Active]			
Transportation Resilience Plan		[Active]		
Associated Reports		[Active]		
Final Recommendations				[Active]

T-2B: INFRASTRUCTURE HARDENING

- **Scoping:** All scopes that include alternatives with potential rehabilitation or reconstruction of transportation facilities, particularly in locations identified as high risk in the Resiliency Plan, should consider the ability to harden, elevate, or otherwise increase the facilities' ability to resist flooding, heat, and other climatic or associated weather stressors.
- **Funding:** Staff will work with federal, state, and local partners to identify funding sources, strategies, and priorities for the hardening or elevating of vulnerable infrastructure.

T-2C: LAND USE AND TRANSPORTATION

- **Scoping:** Study scoping will include, with rare exceptions, an analysis of land-use characteristics surrounding a project corridor. These data will inform travel characteristics, and measures of accessibility to housing, employment, and critical services (medical, childcare, education, etc.) of the project area, particularly in disadvantaged communities.
- **Sub-Area and Corridor Studies:** Staff will work with stakeholders to identify opportunities to provide transportation planning elements that supplement local land use planning efforts.
- **Public Health:** Staff will evaluate public health impacts of new or planned transportation infrastructure funded through the MPO. Consideration will be given to changes in vehicle emissions, air quality, or other exposure to toxins, opportunities for active transportation, shade and other cooling effects, access to greenspace, access to medical services, access for the disabled and/or elderly, etc.

T-2D: EV INFRASTRUCTURE

- **Coordination:** Staff will coordinate with the state and with local governments on the funding and effective deployment of EV infrastructure in local communities and on regional corridors.
- **Support:** Staff will continue to provide local governments with guidance on best practices and models for deployment of EV infrastructure.

T-2E: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.

T-2F: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain the continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR PRODUCTS

- Resiliency Plan
- Carbon Reduction Prioritization Strategy

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	20,000	FHWA	60,000	RPC
Consultant	55,000	State/Local	15,000	
Total	75,000			

STAFFING

Supervisor: Thomas Haysley, AICP

Estimated Staff Hours:

T-3.24 CORE METROPOLITAN PLANNING

GOAL

Creating, refining, and implementing the core MPO products, including the Transportation Improvement Program, the Metropolitan Transportation Plan, and the Unified Planning Work Program.

OBJECTIVES

- Develop and maintain the three primary planning documents for the Tangipahoa UZA Metropolitan Planning Area: the Transportation Improvement Program (TIP), the Long Range Metropolitan Transportation Plan (MTP), and the Unified Planning Work Program (UPWP).
- Foster constructive dialog with key stakeholders and the public that informs the priorities of the metropolitan planning process.
- Shepherd and track the progress of projects from prioritization to implementation.

FY 23 MAJOR PRODUCTS

- 2052 Metropolitan Transportation Plan
- 2023-2026 Transportation Improvement Program
- FY 2024 Unified Planning Work Program and Progress Reports
- Obligated Projects
- Updated Title VI Program

SUBTASKS

T-3A: TECHNICAL ADVISORY COMMITTEE

- **Quarterly Meeting:** The TAC will meet on a quarterly basis. The purpose and membership of the TAC will be defined in bylaws which will be under review by the TAC entering FY 24. Generally, the TAC will review and make recommendations to the TPC regarding core metropolitan planning products. RPC staff will be responsible for all meetings and materials.
- **Subcommittees:** Issue specific subcommittees will meet on a self-defined basis and will make regular reports to the TAC. The TAC may create temporary or permanent subcommittees.

Task T-3a Timeline & Deliverables

TAC Meetings

Jul – Sep

Oct – Dec

Jan – Mar

Apr – Jun

T-3B: TRANSPORTATION IMPROVEMENT PROGRAM

- **Monthly Review:** Staff will conduct a monthly review of the FY 23-26 TIP to ensure projects are progressing toward obligation at an expected rate.
- **Stakeholder Coordination:** Staff will conduct regular outreach to LADOTD and local governments to ensure that the TIP still reflects state priorities and to assist local agencies in moving their programmed projects toward obligation.

T-3C: METROPOLITAN TRANSPORTATION PLAN ANNUAL REPORT

- **Development and Distribution:** Staff will create and distribute (via the website, TAC, subcommittees, and the RPC mailing list) an annual report summarizing:

- Progress toward established FTA and FHWA performance targets
- Performance in and visualization of other transportation metrics (highway, crash/safety, freight, public transit, and others as deemed available and pertinent)
- Progress in strategies identified in the MTP
- Planning Studies and FY23 UPWP overview

Task T-3c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Annual Report				

T-3D: UNIFIED PLANNING WORK PROGRAM

- **Progress Reporting:** Staff will prepare quarterly reports describing progress on tasks/sub-tasks in the FY 24 UPWP, for submission to LADOTD and FHWA
- **Internal Review:** Staff will conduct quarterly internal reviews of the UPWP to determine progress on subtasks and associated timelines assess potential need for amendment.
- **FY 25 UPWP:** The draft FY 24 UPWP for the New Orleans UZA will be prepared in Q2 and Q3. The draft will be submitted to the TAC, FHWA, LADOTD for review in Q3. Pending favorable review and recommendation by the TAC, the draft will be submitted to the TPC in Q4 for final approval in May.

Task T-3d Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Progress Reporting				
Internal Review				
FY25 UPWP				

T-3E: OBLIGATED PROJECTS

- **Documentation:** Projects obligated in FFY 2023 will be mapped and categorized by type and funding source to measure success toward a reasonable distribution of project types and modal emphasis areas. The report will be published on the website.

Task T-3e Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Documentation				

T-3F: INTERGOVERNMENTAL COORDINATION

- **Agreements Updates:** Staff will update agreements with LADOTD, local parishes, and public transit agencies, defining roles, responsibilities, and deliverables.
- **Staff Liaisons:** Teams of staff, led by a principal, will be assigned to maintain communications with one or more parishes over the course of the year, to assist in defining local transportation needs and priorities.
- **Metropolitan Planning Area:** Having received urbanized area boundaries from the census in late 2022, staff will coordinate with FHWA and FTA in defining updated Metropolitan Planning Area boundaries.

Task T-3f Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Agreements				

T-3G: PERFORMANCE BASED PLANNING AND PROGRAMMING

- **FHWA/FTA PBPP:** Staff will attend to all DOT requirements regarding the establishment of performance targets and measuring progress toward targets. Descriptions of these activities can be found in subtasks T-1a, T-1e, T-1l, and T-3i. Progress will be documented in the Metropolitan Planning Annual Report (T-3c).

T-3H: PUBLIC TRANSIT ADVISORY COMMITTEE

- **Meetings:** Staff will convene quarterly meetings of representatives from public transit operators, to discuss funding, opportunities for collaboration, and policy. The committee will report to the TAC.

Task T-3h Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Committee Meetings				

T-3I: TRANSIT ASSET MANAGEMENT

- **Funding:** The Transit element of the TIP will be monitored for adherence to strategies that will assist the region in achieving regional Transit Asset Management performance targets.
- **Monitoring and Reporting:** Staff will continue to monitor individual agency asset management plans. Staff will report on progress toward identified transit asset management targets in the Metropolitan Planning Annual Report (T-3c).

T-3J: TRANSIT METRICS

- **Collection and Tracking:** Staff will utilize the National Transit Database and the assistance of the members of the Public Transit Advisory Committee to collect and track regional public transit metrics. These metrics will be used for internal analysis, project identification, and as study inputs.
- **Reporting and Visualization:** Staff will share regional metrics, with longitudinal comparisons and visualization, with the Public Transit Advisory Committee on an ongoing basis. The Metropolitan Planning Annual Report (T-3c) will include these metrics.

T-3K: TRANSIT FUNDING

- **Annual Apportionments:** With the guidance of the Public Transit Advisory Committee, staff will develop the annual Program of Projects for FTA formula funds, following the public outreach methodology described in the MPO Public Participation Plan.
- **Discretionary Funding:** Staff will continue to monitor for opportunities for grants that would fund projects directly or indirectly contributing to public transit mobility. Assistance will be offered to agencies applying for funding.
- **Revenue Stabilization:** Staff will work with operators to identify strategies to maintain continuity of operations through stabilization of local/state/federal funding or inter-agency cooperation.

Task T-3k Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Annual Apportionments and POP				

T-3L: TITLE VI

- **Policy:** Staff will undertake planning activities per the Title VI Program and Limited English Proficiency Plan, as approved by FTA
- **Project Scoping:** Staff will employ RPC’s social vulnerability index for all studies to identify appropriate outreach strategies and goals for those living in project areas.

T-3M: DBE ACTIVITY

- **Outreach:** Staff will work to increase DBE participation, including through hosting or co-hosting workshops with DBE or potential DBE contractors.

- **Procurement:** Having established DBE goals, staff will ensure the goal is met through established procurement policies and best practices.

T-3N: METROPOLITAN PLANNING EDUCATION

- **Agency Branding:** Staff intends on conducting an internal agency identification exercise that will consider standardized branding for documents, outreach materials, etc. Consideration will be given to an update to the RPC guidebook, public perception of the agency, the RPC logo, study covers, the distinction between the RPC and the TPC, and other elements as determined in the exercise.
- **Public Participation Plan:** Staff will conduct its annual review of the public participation plan to guarantee consistency with current planning priorities and soundness based on national best practices. Any updates to the plan will be submitted to FHWA and FTA.
- **Newsletter:** Staff will produce and distribute a quarterly newsletter that will include: a summary of an ongoing study or studies, an educational brief on MPO practices, updates on other RPC/TPC initiatives, and a calendar of upcoming events.

Task T-3n Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Participation Plan Review				
Newsletter				

T-3O: TARGETED OUTREACH

- **Education:** Staff will deploy project specific outreach mechanisms, including neighborhood and stakeholder meetings, community workshops, pop-up events, and news media engagement, and others as appropriate.
- **Methodology:** The Social Vulnerability Index and coordination with citizen and advocacy groups will assist in determining appropriate methods and extent of outreach for a given project.

T-3P: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.

T-3Q: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- FY 25 Unified Planning Work Program
- Metropolitan Planning Annual Report
- Obligated Projects Documentation

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	43,718	FHWA	39,974	RPC
Consultant		State/Local	8,744	
Total	43,718			

STAFFING

Supervisor: Jason Sappington, AICP

Estimated Staff Hours:

T-4.24 GIS AND DATA MANAGEMENT

GOAL

Responsible stewardship of the region's geographic and demographic data resources, including storage, security, analysis, and distribution.

OBJECTIVES

- Up-to-date analysis of socio-economic data that will support travel and land-use modelling, economic development planning, and Title VI/Environmental Justice activities.
- A database of transportation related data for use in identifying new projects, informing existing projects, and in the development of the miscellaneous planning products
- Coordination with local, state, and federal partners on prioritization of large and/or costly data acquisitions, policy and procedures
- Maintenance of the MPO's internal information technology systems and safeguarding of nonpublic or proprietary data

FY 23 MAJOR PRODUCTS

- FY 23-26 TIP data layers, amendments
- Metropolitan Transportation Plan data layers
- FFY 22 Obligated Projects data layers
- Census 2020 data

SUBTASKS

T-4A: DATA DEVELOPMENT

- **Development:** Staff will coordinate the development and calibration of various demographic, land-use, employment, and transportation datasets in support of other tasks in the UPWP.
- **Coordination:** Staff will foster partnerships and administer sharing agreements with data producing entities to ensure access to the most accurate available data and up-to-date knowledge of data management best practices.
- **Census Data:** Staff will continue to process 2020 decennial and ACS census data for local transportation and land use planning purposes, and to assist in defining MPA boundaries and the functional aid network, per MC-1 and A-3.

T-4B: DATA ANALYSIS AND VISUALIZATION

- **General:** Staff will continue analyses and geo-processing of datasets for internal project development and prioritization, performance metrics, emergency preparedness, environmental planning, local and regional land use planning, and consultant activities.
- **Applications:** Processed data will be used to populate the Travel Demand Model (task T-1), used as inputs into the Social Vulnerability Index (task SL-3), latent demand modelling, resiliency planning (task T-2), and other project support as needed.

- **Visualization:** Custom visualization of geo-data will be produced for internal analysis, presentation to the TAC and the TPC, publication in the Metropolitan Planning Annual Report (T-3c), and as needed for other MPO products.

T-4C: GIS CONSORTIUM

- **Meetings:** Staff will host a quarterly meeting of GIS users from throughout the region and from various stakeholders to discuss data needs and availability, policy, best practices, and opportunities for collaboration.

Task SL-4c Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Consortium Meetings				

T-4D: PROJECT TRACKING

- **Tracking:** Staff will track projects in a database throughout their study, development, and implementation. Staff will continue to customize the project tracking database for use by staff, including further addition from study archives.
- **Mapping:** Projects in the database will be mapped. They will be modified as TIP and/or MTP documents are amended.
- **Obligated Projects Mapping:** Mapping of obligated projects will be take place annually, concurrently with T-4e.

Task T-4d Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Obligated Projects				

T-4E: IT AND AV SUPPORT

- **Maintenance:** Staff and contracted IT services will continue the upkeep of internal IT systems, including personal computers, Audio/Video systems, network connectivity, security, and external backup for emergency or non-emergency related recovery needs.
- **Inventory:** Staff will work with the IT Consultant in ensuring the IT equipment used for MPO planning is documented, secure, and adequate to agency needs.

T-4F: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff’s ability to conduct the described work tasks.

T-4G: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- Obligated Projects Map
- TIP Map

- IT Procurement Documentation

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC Consultant	18,750	FHWA State/Local	15,000 3,750	RPC
Total	18,750			

STAFFING

Supervisor: Lynn Dupont, ASLA

Estimated Staff Hours:

T-5.24: UPWP MANAGEMENT

GOAL

Conducting the day to day administrative, contract management, and financial planning activities that ensure that the MPO functions of the staff and the TPC, and its conformity to adopted policy, as well as state and federal requirements

OBJECTIVES

- Coordination of the Transportation Policy Committee and all administrative and public requirements
- Preparation and management of contracts and agreements
- Fiscal responsibility and financial transparency
- Human resource functions which are necessary to ensure that staff have the wherewithal to conduct the everyday functions of the agency.

FY 23 MAJOR PRODUCTS

- None

SUBTASKS

T-5A: CONTRACT MANAGEMENT

- **Procurement:** Staff will prepare and oversee contracts and intergovernmental agreements, ensuring that the necessary legal and contractual provisions, and guarantee these provisions are followed through the lifetime of the contract or agreement.
- **Organization:** Project files and associated contractual documents will be archived in RPC's standard online filing system for ease of access at a later date, as needed.

T-5B: TPC COORDINATION

- **Monthly Meetings:** Staff will coordinate with the local elected officials and citizen representatives, including those that make up the Committee, and conduct of the monthly TPC meetings themselves, including preparing agendas, minutes, meeting packets/material, scheduling guest speakers, preparing budget and financial reports, making provisions for public participation, and preparing public notices announcing the meetings.

T-5C: STAFF MANAGEMENT

- **UPWP:** Supervisors will oversee staff workflow, internal resource allocation, and staff development to fulfill the tasks of the UPWP and creation of its associated products within stated budgets and timelines.
- **Staff Meetings:** Planning staff will hold meetings every two weeks to better coordinate efforts and participate in agency decision-making.
- **Annual Review:** All staff will undergo annual performance reviews in the spring.
- **Employee Handbook:** Staff will internally develop a handbook summarizing staff roles and expectations.

Task MC-5c Timeline & Deliverables

Jul – Sep

Oct – Dec

Jan – Mar

Apr – Jun



T-5D: FINANCIAL MANAGEMENT AND HUMAN RESOURCES

- **Finances:** Staff will conduct the necessary activities to ensure the timely processing of invoices, including coordination with DOTD financial sections. Grant balances, per contracts with LADOTD, will be tracked throughout the year to ensure appropriate workflow distribution. Annual audits of the agency will take place and results will be reported to the commission. Monthly budget reports will be made available to the commission.
- **Human Resources:** The director of finance will oversee retirement, insurance, hiring, and payroll functions.
- **Onboarding:** New planning staff will undergo a comprehensive month-long onboarding process to familiarize them with roles and responsibilities, metropolitan planning functions, and standard operating procedure for common tasks.

T-5E: SUPPORT

- **Education:** Staff may attend workshops, training events, conferences, or other peer-to-peer exchanges or educational opportunities that will further capacity toward the conduct of the described work tasks.
- **Equipment:** Procurement of equipment, software, software services, or other materials that will further staff's ability to conduct the described work tasks.

T-5F: EMERGENCY RESPONSE COORDINATION

In the aftermath of a disaster event, such as a hurricane or extreme flooding, staff may be called upon to conduct certain activities to maintain continuity of operations and support emergency response and recovery actions. Staff will coordinate with LADOTD, FHWA, FTA, local governments, and emergency responders to determine and carry out appropriate roles and responsibilities consistent with this task.

MAJOR DELIVERABLES

- TPC Meeting Packets
- Employee Handbook

FUNDING

Staffing	Funding Requirement	Financial Responsibility		Agency
RPC	10,000	FHWA	8,000	RPC
Consultant		State/Local	2,000	
Total	10,000			

STAFFING

Supervisor: Megan Leonard

Estimated Staff Hours:

The Regional Planning Commission meets the second Tuesday of every month at 10 Veterans Boulevard, New Orleans, LA 70124, immediately following the meeting of the Transportation Policy Committee. Meetings are open to the public.

Officers:

Matt Jewell, Chairman- St. Charles Parish
Jaclyn Hotard, 1ST Vice Chairwoman- St. John The Baptist Parish
Cynthia Lee Sheng, 2ND Vice Chairwoman- Jefferson Parish
Robby Miller, 3RD Vice Chairman - Tangipahoa Parish
Guy McClinnis, 4th Vice Chairman- St. Bernard Parish
LaToya Cantrell, 5TH Vice Chairwoman – Orleans Parish
Keith Hinkley, Secretary – Plaquemines Parish
Mike Cooper, Treasurer – St. Tammany Parish

Jefferson Parish:

Councilmember At-Large Scott Walker
Mayor Michael J. Glaser (Kenner)
Lee Giorgio
Jack Stumpf

Orleans Parish:

Councilmember At-Large JP Morrell
Councilmember At-Large Helena Moreno
Citizen Member (open)
Citizen Member (open)

Plaquemines Parish:

Council Chair Carlton M. LaFrance, Sr.
Councilmember Mark Cognevich
Robert Hopkins
Allen Hero

St. Bernard Parish:

Councilmember Wanda Alcon
Councilmember At-Large Kerri Callais
Ray Lauga, Jr.
Susan Klees

ST. Charles Parish

Councilmember Julia Fisher-Cormier
Councilmember Dick Gibbs
Garret C. Monti
Pastor Thomas Hines

St. John The Baptist Parish

Councilmember Robert Arcuri
Councilmember Tammy Houston
Raj Pannu
Jonathan Perret

St. Tammany Parish:

Councilmember Chris Canulette
Councilmember Mike Lorino
Chris Masingill
Christopher Abadie

Tangipahoa Parish:

Council Chair David Vial
Mayor Bob Zabbia (Ponchatoula)
Michael Showers
Citizen Member (open)

DOTD

Secretary Eric Kalivoda

APPENDIX B – RPC TRANSPORTATION POLICY COMMITTEE (4/1/23)

The RPC Transportation Policy Committee meets the second Tuesday of every month at 10 Veterans Boulevard, New Orleans, LA 70124, at 12:30 PM. Meetings are open to the public.

The Transportation Policy Committee consists of the membership of the RPC (see Appendix A) plus:

Mayor Greg Cromer (Slidell)

Tomeka Watson Bryant (N.O. Public Belt RR)

Kevin Dolliole (Aviation Director)

Brandy Christian (Port)

Mayor Clay Madden, (Mandeville)

Lona Hankins (RTA)

Carlton Dufrechou

Ninette Barrios (JeT)

Mayor Pete Panepinto (Hammond)

Mayor Mark R. Johnson (Covington)

Renee Amar (LMTA)

Pending