

DRAFT



UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR 2025

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NEW ORLEANS REGIONAL PLANNING COMMISSION

UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR 2025

APPROVED BY THE RPC TRANSPORTATION POLICY COMMITTEE: _____

REGIONAL PLANNING COMMISSION

10 VETERANS BOULEVARD

NEW ORLEANS, LA 70124

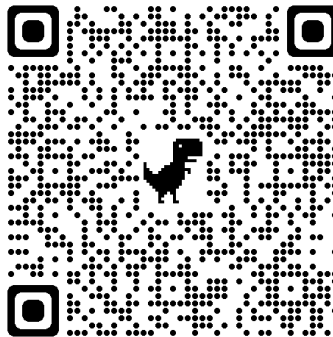
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UPWP Metropolitan Planning Areas

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INTRODUCTION & OVERVIEW

PURPOSE OF THE UNIFIED PLANNING WORK PROGRAM

The Unified Planning Work Program (UPWP) describes the transportation planning activities that a Metropolitan Planning Organization (MPO) will conduct and the products that will be created in the upcoming fiscal year.

The products and activities described herein refer to those that are funded by Federal transportation funding and are exclusively for the purposes of Metropolitan Transportation Planning as described in 23 USC Section 134 and 49 USC Section 5303. References to the Regional Planning Commission should therefore be construed as specific to the RPC's Transportation Policy Committee's role as the MPO for the New Orleans, Mandeville-Covington, Slidell, and Tangipahoa metropolitan planning areas.

FY 25 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.

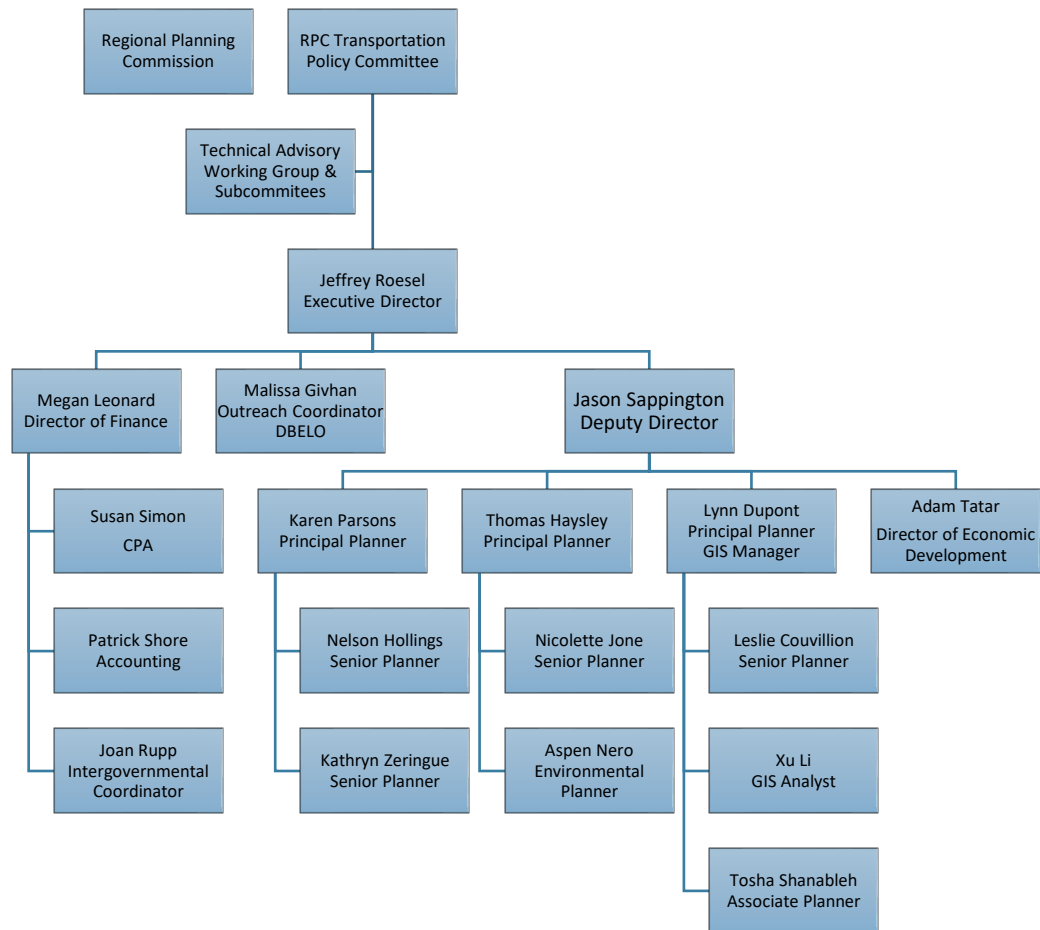
WHO WE ARE

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.

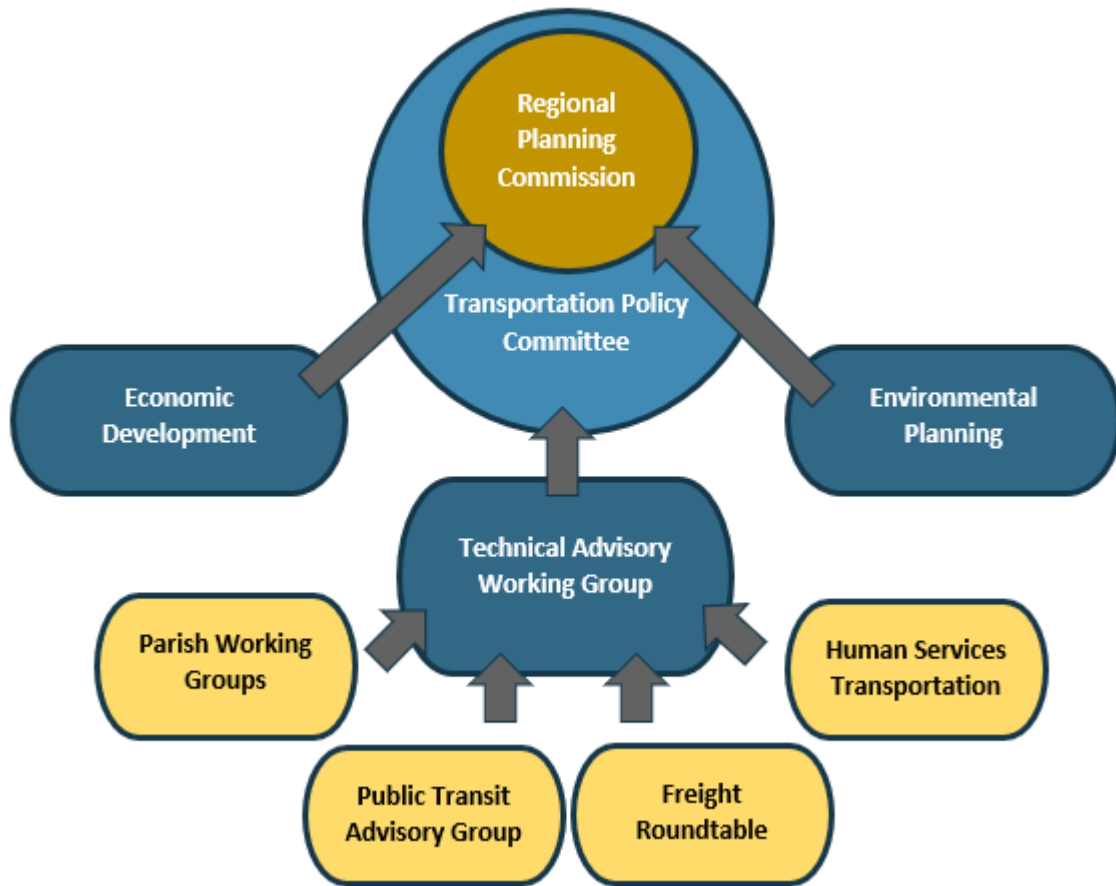
The Transportation Policy Committee (TPC) of the RPC is the Metropolitan Planning Organization for four Metropolitan Planning Areas: New Orleans, Mandeville-Covington, Slidell, and South Tangipahoa. The TPC is the decision-making body regarding Federal transportation planning and programming. The TPC 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 Working Group (TAWG) is made up of engineers, planners, advocacy organizations, and other transportation officials who meet quarterly with RPC staff to discuss best practices and local planning priorities, and to assist in selecting and scoping future planning efforts. The TAWG 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.

MPO & STAFF ORGANIZATION

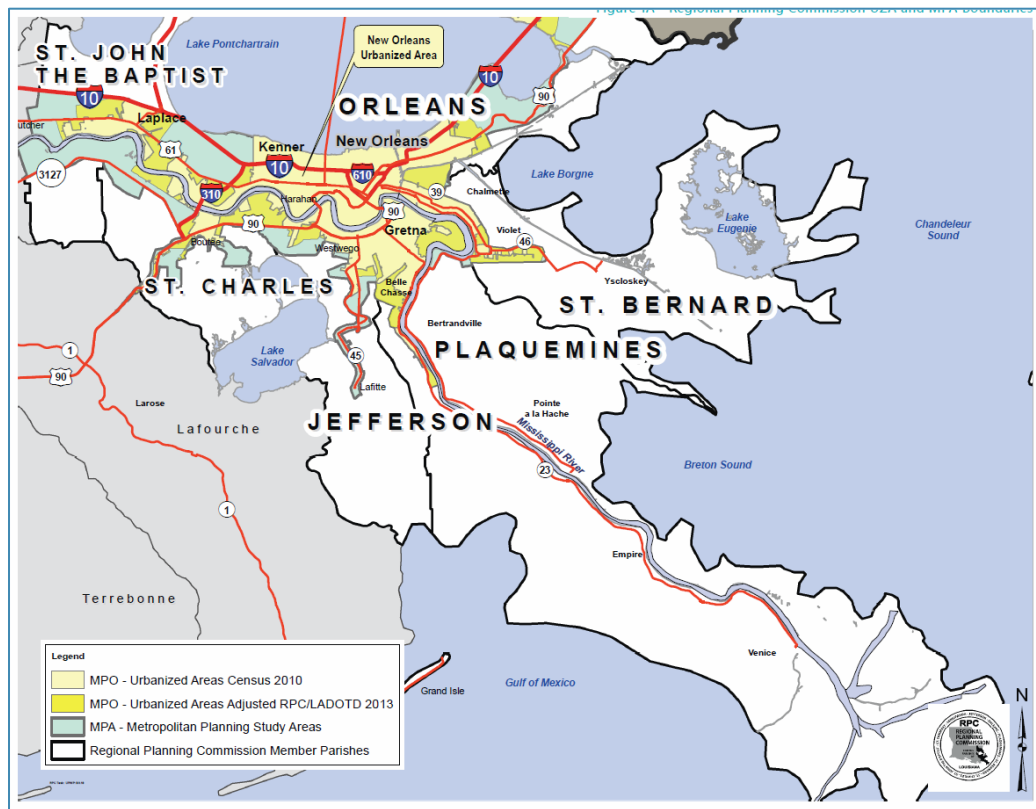


MPO STRUCTURE



Transportation Policy Committee	The TPC is the MPO board for the southeast Louisiana metropolitan planning area.
Technical Advisory Working Group	The TAWG provides technical input into the metropolitan planning process.
Parish Working Groups	The Working Groups are coordination teams with the staff of each of the region's parishes.
Public Transit Advisory Group	The PTAG includes representatives from the region's public transit providers.
Freight Roundtable	The Roundtable includes representatives from the region and state's freight interests.
Human Services Transportation Group	The HSTG includes representatives from human services transportation providers and community.
Other	Other work may be formed by the TAWG, the TPC, or MPO staff, as needed for emerging initiatives or projects.

NEW ORLEANS METROPOLITAN PLANNING AREA



Scan the QR Code on the title page (p. iii) for a larger version of this map.

The New Orleans Metropolitan Planning Area (MPA) is in southeast Louisiana. It includes the urbanized portions of Jefferson, Orleans, Plaquemines, St. Bernard, St. Charles, and 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.

While the region is growing, the rate of growth is not high enough to necessitate substantial new, Single Occupant Vehicle oriented capacity increases on the highway system. A managed approach to existing assets is therefore the priority for the New Orleans urbanized area. This management must, however, include hardening against extreme weather events which are worsening in the face of climate change. It may also include right-sizing infrastructure for current needs and adding multimodal capacity.

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	A-5	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 TABLE 1: BY SOURCE

Task	Description	FHWA PL	PL Match	FHWA Total	FTA 5303	FTA Match	FTA Total	Total
A-1.25	Accessibility, Mobility, and Safety	625,420	156,355	781,775				781,775
A-2.25	Land Use and Resiliency	370,000	92,500	462,500				462,500
A-3.25	Freight and Intermodal Planning	220,000	55,000	275,000				275,000
A-4.25	Metropolitan Planning	400,000	100,000	500,000				500,000
A-5.25	Complete Streets	43,385		43,385				43,385
B-1.25	GIS and Data Management	275,000	68,750	343,750				343,750
C-1.25 PS*	Public Transit Support				93,321	23,330	116,651	116,651
C-1.25 LRP*	Public Transit Planning				373,285	93,321	466,606	466,606
C1C25	Coord. Human Services Transportation				15,000		15,000	15,000
D-1.25	Public Outreach and Civil Rights				300,000	75,000	375,000	375,000
E-1.25	UPWP Management	260,000	65,000	325,000				325,000
	Total	2,193,805	537,605	2,731,410	781,606	191,652	973,258	3,704,668

* C-1.24 Subtasks are divided into Program Support (PS) and Long Range Planning (LRP). Within the task (page) subtasks will be noted as PS or LRP.

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 except for A-5 (Complete Streets) and C1C25 (Coordinated Human Services Transportation) which do not require a local match.

FUNDING TABLE 2: RPC STAFF VS CONTRACTED FUNDING

The “By Recipient” funding table shows the amount of total funding (local + federal), per task, assigned to RPC staff and staff support versus how much will be contracted to a consultant.

Task	Description	RPC Staff	Contractual/Consultant				Total
			Cont. PL*	New PL	Cont. FTA*	New FTA	
A-1.25	Accessibility, Mobility, and Safety	297,500		484,275			781,775
A-2.25	Resiliency and Land Use	300,000		162,500			462,500
A-3.25	Freight and Intermodal	275,000					275,000
A-4.25	Core Metropolitan Planning	500,000					500,000
A-5.25	Complete Streets	43,385					43,385
B-1.25	GIS and Data Management	343,750					343,750
C-1.25 PS	Public Transit PS	116,651					116,651
C-1.25 LRP	Public Transit LRP	316,606				150,000	466,606
C1C25	Coord. Human Services Transportation	15,000					15,000
D-1.25	Public Outreach and Civil Rights	200,000				175,000	375,000
E-1.25	UPWP Management	325,000					325,000
	Total	2,732,892	0	646,775	0	325,000	3,704,667

**Continuing PL and 5303 funds are dedicated to complete contractual work started in the previous FY using funding from the current FY. Per LADOTD Policy, PL and 5303 Funds are ineligible for carryover from the previous fiscal year*

A-1.25 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 24 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: SAFETY

- **Safety Data:** Staff will conduct an annual review of regional safety data to identify injury and fatality hot spots. The resulting analysis will be used to inform FY 26 study selection.
- **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, 2025.

Task A-1A Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Safety Data Assessment				
FHWA Performance Measures				

A-1B: MULTIMODAL PLANNING

- **Bicycle and Pedestrian Planning:** Studies will incorporate consideration for bicycle and pedestrian use of on and off-road facilities. Bike/Ped counts will be taken except in cases where their use is restricted. Safety assessments will include measures affecting safety of vulnerable users (such as observed vehicle speeds). Studies on transit corridors will include transit access components. Staff will continue to research best practices in multimodal corridor planning.
- **Complete Streets:** Comprehensive regionwide policy and metric assessments will take place primarily under A-5 but will be given consideration in all roadway planning. Staff will continue to research best practices in multimodal corridor planning.

A-1C: PARISH COORDINATION

- **Meetings:** Staff liaisons have been assigned to each parish in the MPA. In addition to serving as a point person for local government, these liaisons will meet at least quarterly with parish officials to:
 - Review upcoming (TIP) and ongoing projects to ensure readiness and progress.
 - Develop future studies and projects.
 - Collaborate on and coordinate other MPO efforts.

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

A-1D: SUB-AREA & CORRIDOR STUDIES

- **Identification:** Potential studies will be identified through the TAWG, through public input derived through the local government or through RPC's own public participation process, and/or via other coordination with Parish officials.
- **Scoping:** Staff will scope studies with assistance from Parish officials and LADOTD administrators. Scopes will be subject to LADOTD final approval before studies are undertaken. Scoping of FY26 projects will generally take place in Q2 of FY25.
- **Study Format:** Studies will be conducted in accordance with the RPC Project Management Guide.

A-1E: 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 will be adopted in March of FY 2023.

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

A-1F: TRAVEL DEMAND MODELLING

- **Development and Maintenance:** The existing four-step model will be maintained in-house and by a contractor.
- **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.

A-1G: 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. .

- **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 will be adopted in March of 2025.

Task A-1F Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
FHWA Performance Measures				

A-1H: SYSTEM SURVEILLANCE

- **Routine Traffic Counting Program:** Staff will conduct its annual traffic counting program in Fall 2024 through Spring 2025, 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 continue to work on developing a methodology and storage structure for counts of 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.
- **Counting Methodology:** Staff will continue to work with state and Federal partners on documenting and implementing best practices in traffic counting and count reporting.

Task A-1G Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Annual Counting Program				

A-1I: INTELLIGENT TRANSPORTATION SYSTEMS & 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.
- **Incident Management:** Staff will coordinate with local and national disaster management and emergency response stakeholders as needed to prepare for hazards and threats to the transportation system and identify strategies for incident response and recovery.

A-1J: STUDIES

- Through the TAWG Call for Studies and through Parish and other intergovernmental collaboration, staff has identified the following subjects as meriting further study in FY 2025. Other studies may similarly identified during the course of the year.
 - Barriere Road in Plaquemines Parish as a potential primary access route to the Belle Chasse Naval Air Station Joint Reserve Base.
 - Strategic Plan for the sustainable expansion of the bikeshare program in New Orleans
 - An alternatives study for a north-south bicycle pedestrian crossing of I-10 in Jefferson Parish.

A-1K: 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-1L: DISASTER MANAGEMENT

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.

PRODUCTS

- FHWA Performance Measures – Pavement and Bridge Conditions, Safety, Congestion
- Routine Traffic Count Report

FUNDING

Staffing	Work Responsibility by Funding	Financial Responsibility		Responsible Agency
RPC	\$297,500 (38.1 %)	FHWA	625,420	RPC
Consultant	\$484,275 (61.9 %)	State/Local	156,355	
Total	\$781,775	Total	593,750	

STAFFING

Supervisor: Jason Sappington, AICP

A-2.25 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

- None

SUBTASKS

A-2A: RESILIENCY PLAN

- **Plan Development:** Staff intends to develop a regional resiliency plan in FY 25. 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
 - *Transportation Resilience Improvement Plan and Carbon Reduction Strategy*, A methodology for prioritizing projects for funding under PROTECT, the Carbon Reduction Program, and other programs. This will begin in FY 24 and be completed in FY 25.
 - *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.

Task A-2A Timeline & Deliverables

Baseline Conditions Report

Transportation Resilience Plan

Jul – Sep

Oct – Dec

Jan – Mar

Apr - Jun

A-2B: INFRASTRUCTURE HARDENING

- **Scoping:** All study 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 LINKAGES

- **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: AIR QUALITY

- **EV and Alternatives Fuels:** Staff will coordinate with the state and with local governments on the funding and effective deployment of EV infrastructure and alternative fuels in local communities and on regional corridors.
- **Planning:** Planning efforts will focus on measures such as reduced VMT, transit access, reduction of single occupancy vehicle use, minimization of roadway expansion, and other measures that reduce the impact of private vehicles' impact on air quality.

A-1E: STUDIES

- Through the TAWG Call for Studies and through Parish and other intergovernmental collaboration, staff has identified the following subjects as meriting further study in FY 2025:
 - Non-motorized access to and throughout Bayou Sauvage National Wildlife Refuge in New Orleans East.

A-2F: 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-2G: EMERGENCY RESPONSE

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

- Baseline Conditions Report
- Resiliency Plan (finished in FY 25)
- Carbon Reduction Prioritization Strategy

FUNDING

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	\$300,000 (65 %)	FHWA	370,000	RPC
Consultant	\$162,500 (35 %)	State/Local	92,500	
Total	\$462,500			

STAFFING

Supervisor: Thomas Haysley, AICP

A-3.25 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 24 MAJOR PRODUCTS

- None

SUBTASKS

A-3A: FREIGHT ROUNDTABLE

- **Meetings:** The primary A-3 task in FY25 will be hosting the Freight Roundtable, a forum for coordination among key stakeholders on all modes of freight movement.

A-3B: PORT ACCESS

- **Port of New Orleans - St. Bernard:** Staff 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:** Staff will continue to assist the port in developing strategies for managing the ingress and egress of trucks.
- **Port of South Louisiana:** Staff will continue to assist the port in developing strategies for managing access to port facilities from I-10.

A-3C: URBAN FREIGHT PLANNING

- **Safety:** Corridor studies with identified truck or rail interaction will emphasize measures to decrease conflicts.
- **Truck Routes:** Staff will continue to work with local agencies on developing strategies for safely routing trucks through urban areas. Focus in FY25 is identifying data solutions to tracking origins and destinations of freight carrying trucks.
- **Intercity Rail:** As the state of Louisiana refines intercity rail planning, the MPO will assist on identifying last mile connections and complementary land use planning at existing and planned passenger rail terminals.

A-3D: FREIGHT CONGESTION

- **Performance Metrics:** Staff will establish and report on performance targets for freight congestion in March of 2025.

Task A-3D Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Annual Report – Freight Performance				

A-3E: 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-3F: EMERGENCY RESPONSE

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

- Annual Performance Report – Freight Congestion

FUNDING

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	\$275,000 (100%)	FHWA	220,000	RPC
Total	\$275,000	State/Local	55,000	

STAFFING

Supervisor: Karen Parsons, AICP

A-4.25 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: Transportation Improvement Program (TIP), Long Range Metropolitan Transportation Plan (MTP), and 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 24 MAJOR PRODUCTS

- FY 2024 Unified Planning Work Program and Progress Reports
- FY 2023 Obligated Projects
- CY 2023 Annual Report

SUBTASKS

A-4A: TECHNICAL ADVISORY WORKING GROUP

- **Quarterly Meeting:** The TAWG will meet on a quarterly basis. The TAWG 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 TAWG. The TAWG may create temporary or permanent subcommittees.

Task A-4A Timeline & Deliverables

TAWG 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.
- **Amendments:** Staff will recommend amendments to the TIP to the TPC as needed. Amendments will be incorporated into the TIP master document by staff and tracked in the project database.
- **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

- **Amendments:** Staff will recommend amendments to the MTP to the TPC as needed, including integration of approved performance measures as needed. Amendments will be incorporated into the MTP master document by staff.
- **MTP Update:** Preliminary work on the next iteration of the MTP, anticipated for approval in FY26, will begin in Q3.
- **Certification Review:** Staff will continue to ensure internal policy practices that adhere to recommendations in the FY 23 Joint Certification Review.

Task A-4C Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
MTP Update				

A-4D: MPO ANNUAL REPORT

- **Annual Report:** Staff will create and distribute (via the website, TAWG, subcommittees, and the RPC mailing list) an annual report summarizing:
 - Progress in strategies identified in the MTP in CY 2024
 - Tracking of demographic and transportation metrics during the calendar year.
 - Planning Studies undertaken in CY 2024 and anticipated CY 2025 studies.

Task A-4D 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 25 UPWP for the New Orleans UZA will be prepared in Q2 and Q3. The draft will be submitted to the TAWG, FHWA, LADOTD for review in Q3. Pending favorable review and recommendation by the TAWG, 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 2024 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
Obligated Projects				

A-4F: INTERGOVERNMENTAL COORDINATION

- **Agreement Updates:** Staff will update agreements with LADOTD, local parishes, and public transit agencies, defining roles, responsibilities, and deliverables, pending resolution of the establishment of metropolitan planning area boundaries (see below)
- **Parish Working Groups:** Staff liaisons 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. Meetings with Parish public works, planning departments, and other appropriate administrative entities will take place on at least a quarterly basis.
- **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				
Parish Working Groups				
Metro Planning Area Boundaries				

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.
- **Target Setting:** Staff will coordinate with LADOTD on the establishment of performance metrics. Projects added to or amended in the TIP will be assessed for conformity with performance targets.
- **Report:** A report on performance measures will be prepared and distributed to the TPC and TAWG.

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

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: DISASTER RESPONSE

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

- Annual Report
- TIP/UPWP/MTP Amendments as needed
- FY 26 Unified Planning Work Program
- Metropolitan Planning Annual Report
- Obligated Projects Documentation

FUNDING

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	500,000 (100%)	FHWA	\$400,000	RPC
Total	500,000	State/Local Total	\$100,000	

STAFFING

Supervisor: Jason Sappington, AICP

A-5.25 COMPLETE STREETS

GOAL

Preparation for region-wide Complete Streets Planning that will account for the roadway needs of all users, including pedestrians, bicyclists, public transit, motorists, and freight.

OBJECTIVES

- Review of RPC and State of Louisiana Complete Streets policies, Active Transportation Plans, and associated initiatives.
- Review of peer agency Complete Streets plans, policies, active transportation plans.
- Draft a scope for the creation of an updated Regional Active Transportation Plan.

FY 24 MAJOR PRODUCTS

- Complete Streets regional literature and policy review

SUBTASKS

A-5A: STAKEHOLDER GROUP

- **Formation:** Staff will identify key stakeholders in the New Orleans UZA to guide the development and eventual implementation of the Complete Streets policy and guide.

A-5B: PRELIMINARY PLAN DEVELOPMENT

- **Work Plan:** Staff will prepare a 2-year work and staffing plan for the development of a Complete Streets policy and guide, deriving from the reviews conducted in FY 2024.
- **Scoping:** Staff will prepare and propose a scope for the Complete Streets Policy and Guide.

Task A-5A Plan Development

Work Plan

MPO Active Transportation Plans

Jul – Sep

Oct – Dec

Jan – Mar

Apr - Jun

A-5C: PLAN DEVELOPMENT

- Per the scoping described in A-5B, staff will begin work on a Complete Streets guide and policy that provides a framework for identifying opportunities to fund and implement complete streets improvements on the region's roadways, both for MPO use and for use by local governments. It's anticipated that this will be a two year effort (FY25 and FY26).

Task A-5C Report

Report

Jul – Sep

Oct – Dec

Jan – Mar

Apr - Jun

FUNDING

Staffing	Work Responsibility by Funding	Financial Responsibility		Responsible Agency
RPC Total	\$43,385 (100%) \$43,385	FHWA State/Local Total	\$43,385 0 \$43,385	RPC

PRODUCTS

- Complete Streets/Active Transportation Plan Scope

STAFFING

Supervisor: Karen Parsons, AICP

B-1.25 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 24 MAJOR PRODUCTS

- FY 23-26 TIP data layers, amendments
- Metropolitan Transportation Plan data layers
- FFY 23 Obligated Projects data layers
- Processed 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 federal aid network. B-1 will include mapping and data assessments.

B-1B: PROJECT SUPPORT

- **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 and used as inputs into the Social Vulnerability Index, resiliency planning, the Congestion Management Process, and other project support as needed.

- **Visualization:** Custom visualization of geo-data will be produced for internal analysis, presentation to the TAWG and the TPC, publication in the Annual Report, and as needed for other MPO products.

B-1C: GIS COORDINATION

- **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 & OBLIGATED PROJECT MAPPING

- **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-4D.

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

B-1E: IT & AV EQUIPMENT, DATASET ACQUISITION

- **Inventory:** Staff will work with the IT Consultant to ensure the IT equipment used for MPO planning is adequate for agency needs.
- **Needs Assessment:** Staff will assess any data needs for upcoming or ongoing initiatives, including distribution to local partners, and identify/prioritize means for acquisition.

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 Mapping
- TIP Mapping

FUNDING

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	\$343,750 (100%)	FHWA	\$220,000	RPC
Total	\$343,750	State/Local	\$55,000	
		Total	\$275,000	

STAFFING

Supervisor: Lynn Dupont, ASLA

C-1.25 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 public transit.
- Management and oversight of FTA grants and other transit associated financial and civil rights obligations

FY 24 MAJOR PRODUCTS

- Program of Projects, Annual Distribution

SUBTASKS

(NOTE: LRP = LONG RANGE PLANNING; PS = PROGRAM SUPPORT)

C-1A: INTERAGENCY COORDINATION (LRP)

- **Meetings:** Staff will convene quarterly meetings of representatives from public transit operators, to discuss funding, opportunities for collaboration, and policy.
- **Other:** Staff will participate in the Surface Transportation Working Group in respect to roadway use of public transit and associated infrastructure

Task C-1a Timeline & Deliverables

Committee Meetings

Jul – Sep

Oct – Dec

Jan – Mar

Apr - Jun

C-1B: CORRIDOR PLANNING (LRP)

- **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 (LRP)

- **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 annual performance report.

C-1D: TRANSIT METRICS (LRP)

- **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 (LRP)

- **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.
- **Agency Support:** Staff will assist local agencies in identifying potential funding avenues for identified programs or projects.

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

C-1F: FUNDING AND ADMINISTRATION (PS)

- **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: FUNDING AND ADMINISTRATION (LRP)

- Through the TAWG Call for Studies and through Parish and other intergovernmental collaboration, staff has identified the following subjects as meriting further study in FY 2025. Other studies may be similarly identified during the course of the year.
 - Complete Streets and Transit Access Improvements of Chef Menteur in New Orleans East.

C-1H: SUPPORT (PS)

- 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-1I: EMERGENCY RESPONSE COORDINATION (PS)

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

Program Support				
Work Responsibility by Funding		Financial Responsibility		Responsible agency
RPC	116,651 (100%)	FTA	93,321	RPC
Total	116,651	State/Local	23,330	
		Total	116,651	
Long Range Planning				
Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	316,606 (68%)	FTA	373,285	RPC
Consultant	150,000 (32%)	State/Local	93,321	
Total	466,606	Total	466,606	

STAFFING

Supervisor: Jason Sappington

C1C25: COORD. HUMAN SERVICES TRANSPORTATION

GOAL

To improve coordination of transportation services and provision of accessible transportation infrastructure for individuals with disabilities, older adults, 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 for individuals with disabilities, older adults, and low-income populations.

FY 24 MAJOR PRODUCTS

- Quarterly Meetings of the Coordinated Human Services Transportation Committee

SUBTASKS

C-1C25A: WORKING GROUP

- **Meetings:** Staff will convene quarterly meetings of representatives from public transit operators, to discuss funding, opportunities for collaboration, and policy.
- **Other Coordination:** Staff will coordinate with LADOTD and with non-profit advocates for disadvantaged populations to inform activities and potential coordination opportunities.

Task C-1C24A Timeline & Deliverables

Committee Meetings

Jul – Sep Oct – Dec Jan – Mar Apr – Jun

C-1C25B: PLAN UPDATE

- **Stakeholder Coordination:** Staff will work with key stakeholders to:
 - Update inventory of human services providers in the region
 - Identify Barriers
 - Provide updates to MPO partners.Draft presentations will be provided to the Coordinated Working Group, the Public Transit Advisory Group, the Transportation Advisory Group, and the Transportation Policy Committee.
- **Preparation:** Staff will update the Coordinated Human Services Transportation Plan. Updates and draft presentations will be provided to the Coordinated Working Group, the Public Transit Advisory Group, the Transportation Advisory Group, and the Transportation Policy Committee.
- **Submittal and Approval:** A final draft will be submitted to LADOTD and FTA for final approval.

Task C-1C24B Timeline & Deliverables

Coordination

Preparation

Submittal and Approval

Jul – Sep Oct – Dec Jan – Mar Apr – Jun

C-1C25C: FUNDING

- **Application Support:** Staff will review applications for 5310 funding, as submitted to the MPO by LADOTD. Staff will fill out LADOTD score sheets for each application.

C-1C25D: 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.

MAJOR DELIVERABLES

- Committee Meetings
- Plan Update

FUNDING

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	15,000 (100%)	LADOTD	15,000	RPC
Total	15,000	State/Local	0	

STAFFING

Supervisor: Tosha Shanableh

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 (DBE) consultant selection, negotiation, and administration of consultant contracts, and ample outreach to DBE firms.

FY 24 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 the social vulnerability index for all studies to identify appropriate outreach strategies and goals for those living in project areas.

D-1B: DISADVANTAGED BUSINESS ENTERPRISES (DBE)

- **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-3C: METROPOLITAN PLANNING EDUCATION

- **Agency Branding:** Staff will conduct 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, public and stakeholder perception of the MPO, 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 D-1C Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Branding Exercise				
Participation Plan Review				
Newsletter				

D-1D: PROJECT 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.

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

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	200,000	FTA	300,000	RPC
Consultant	175,000	State/Local	75,000	
Total	375,000	Total	375,000	

STAFFING

Supervisor: Malissa Givhan

E-1.25 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 24 MAJOR PRODUCTS

- Updated onboarding documentation
- Annual audits
- Updates to project management manual

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 later, 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.

Task E-1B Timeline & Deliverables

TPC Meetings and Docs

Jul – Sep

Oct – Dec

Jan – Mar

Apr – Jun

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 Reviews:** 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 & 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. Monthly budget reports will be prepared.
- **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: DISASTER 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

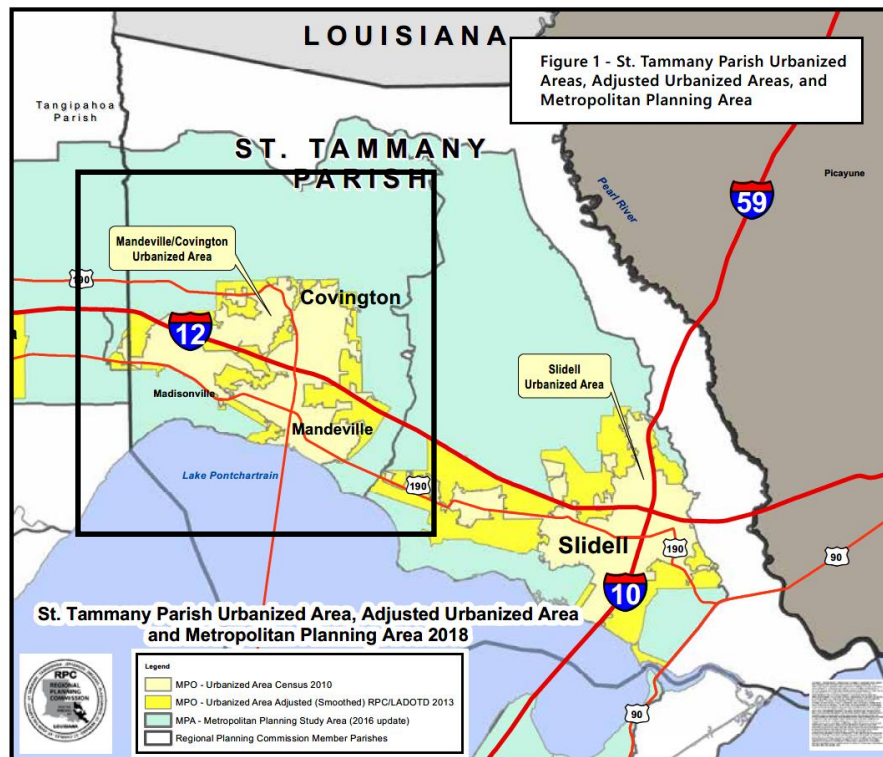
FUNDING

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	312,500 (%100)	FHWA	250,000	RPC
Total	312,500	State/Local	62,500	
		Total	312,500	

STAFFING

Supervisor: Megan Leonard

MANDEVILLE-COVINGTON MPA



Scan the QR Code on the title page (p. iii) for a larger version of this map

The Mandeville-Covington Metropolitan Planning Area (MPA) is in the southwestern half of St. Tammany Parish. In 2019 the population of the MPA was just over 130,000. 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. Significant bodies of water in the MPA include the Tchefunacte 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	MC-6
Economic Vitality	*	*	*	*	*	*
Safety	*	*	*	*	*	*
Security	*	*	*	*	*	
Accessibility and Mobility	*		*	*	*	*
Environment	*	*	*	*	*	*
Modal Connectivity	*	*	*	*	*	*
Efficiency	*	*	*	*	*	
Preservation	*			*	*	
Resilience	*	*		*	*	*
Travel and Tourism	*	*	*			*

FUNDING TABLE 1: BY SOURCE

Task	Description	FHWA PL	PL Match	FHWA Total	FTA 5303	FTA Match	FTA Total	Total
MC-1.25	Accessibility, Mobility, Safety, Freight	139,438	34,860	174,298				174,298
MC-2.25	Land Use and Environmental	110,000	27,500	137,500				137,500
MC-3.25	Metropolitan Planning				79,042	19,761	98,803	98,803
MC-4.25	GIS and Data Management	16,000	4,000	20,000				20,000
MC-5.25	UPWP Management	15,000	3,750	18,750				18,750
MC-6.25	Complete Streets	4,141		4,141				4,141
	Total	284,579	70,110	354,689	79,042	19,761	98,803	453,491

FUNDING TABLE 2: RPC STAFF VS CONTRACTED FUNDING

The “By Recipient” funding table shows the amount of total funding (local + federal), per task assigned to RPC staff and staff support versus how much will be contracted to a consultant.

Task	Description	RPC Staff	Contractual/Consultant				Total
			Cont. PL*	New PL	Cont. FTA*	New FTA	
MC-1.25	Accessibility, Mobility, Safety, and Freight	25,000		149,298			174,298
MC-2.25	Resiliency and Land Use	25,000		112,500			137,500
MC-3.25	Core Metropolitan Planning	98,803					98,803
MC-4.25	GIS and Data Management	20,000					20,000
MC-5.25	UPWP Management	18,750					18,750
MC-6.25	Complete Streets	4,141					4,141
	Total	191,694		261,798			453,492

*Continuing PL and 5303 funds are dedicated to complete contractual work started in the previous FY using funding from the current FY. Per LADOTD Policy, PL and 5303 Funds are ineligible for “carryover” from previous Fiscal Years

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, except for Complete Streets which is provided at 100% Federal share.

MC-1.25 ACCESSIBILITY, MOBILITY, & SAFETY

GOALS

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.

FY 24 MAJOR PRODUCTS

- Annual report on performance measures
- Demand model updates

SUBTASKS

MC-1A: SAFETY

- **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 TAWG in FY 26 study selection. Tasks undertaken thereto will be mindful of the State Highway Safety Plan.
- **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:** The MPO will either concur with LADOTD Highway Safety Improvement Program's five safety performance targets, or will set its own targets, by February 2025. The report for FY 25 will be completed in Q1 as part of the Annual Report (MC-3C).

Task SL-1A Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Safety Memo				
Safety Performance Report				

MC-1B: MULTIMODAL PLANNING

- **Bicycle and Pedestrian Planning:** Studies will incorporate consideration for bicycle and pedestrian use of on and off-road facilities. Bike/Ped counts will be taken except in cases where their use is restricted. Safety assessments will include measures affecting safety of vulnerable users (such as observed vehicle speeds). Studies on transit corridors will include transit access components. Staff will continue to research best practices in multimodal corridor planning.
- **Complete Streets:** Comprehensive regionwide policy and metric assessments will take place primarily under A-5 but will be given consideration in all roadway planning. Staff will continue to research best practices in multimodal corridor planning.

MC-1C: INTERAGENCY 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-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:** Staff will work with FHWA, the state, and local governments toward achievement of pavement condition targets.

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

MC-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.

MC-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 MC UZA Transportation Improvement Program (TIP).
- **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:** Staff will work with FHWA, the state, and local governments toward achievement of congestion targets.

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

MC-1G: SYSTEM SURVEILLANCE & INTELLIGENT TRANSPORTATION SYSTEMS

- **Routine Traffic Counting Program:** Staff will conduct its annual traffic counting program in Fall 2024 through Spring 2025, 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 continue to refine 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.
- **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.

MC-1H: FREIGHT PLANNING

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

MC-1I: STUDIES

- Through the TAWG Call for Studies and through Parish and other intergovernmental collaboration, staff has identified the following subjects as meriting further study in FY 2025:
 - St. Tammany Parish Bicycle Plan

MC-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.

MC-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

- Safety Data Memo
- Performance Report – Pavement and Bridge Conditions

- Performance Report – Safety Data
- Performance Report – Congestion Data
- Performance Report – Freight Congestion Data
- Routine Traffic Count Results

FUNDING

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	25,000 (14%)	FHWA	139,438	RPC
Consultant	149,298 (86%)	State/Local	34,860	
Total	174,298	Total	174,298	

STAFFING

Supervisor: Nelson Hollings

MC-2.25 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 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 24 MAJOR PRODUCTS

- None

SUBTASKS

MC-2A: PROTECT PLAN DEVELOPMENT

- **Plan Development:** Staff will continue developing a regional resiliency plan in FY 25. The plan consists 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
 - *Transportation Resilience Improvement Plan and Carbon Reduction Strategy*, A methodology for prioritizing projects for funding under PROTECT, the Carbon Reduction Program, and other programs. This will begin in FY 24 and be completed in FY 25.
 - *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.

Task MC-2A Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Baseline Conditions Report				
Transportation Resilience Plan				

MC-2B: INFRASTRUCTURE RESILIENCY

- **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, will consider the ability to harden, elevate, or otherwise increase the facilities' ability to resist flooding, heat, and other climatic or associated weather stressors. Staff will develop model text for future study scopes.
- **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: TRANSPORTATION AND LAND USE

- **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. Staff will develop model text for future study scopes.
- **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: AIR QUALITY

- **EV and Alternatives Fuels:** Staff will coordinate with the state and with local governments on the funding and effective deployment of EV infrastructure and alternative fuels in local communities and on regional corridors.
- **Planning:** Planning efforts will focus on measures such as reduced VMT, transit access, reduction of single occupancy vehicle use, minimization of roadway expansion, and other measures that reduce the impact of private vehicles' impact on air quality.

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: DISASTER 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

Work Requirement by Funding		Financial Responsibility		Responsible Agency
RPC	25,000 (21.8%)	FHWA	110,000	RPC
Consultant	112,500 (78.2%)	State/Local	27,500	
Total	137,500	Total	137,500	

STAFFING

Supervisor: Thomas Haysley, AICP

MC-3.25 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: Transportation Improvement Program (TIP), Long Range Metropolitan Transportation Plan (MTP), and 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 24 MAJOR PRODUCTS

- FY 2025 Unified Planning Work Program and Progress Reports
- Obligated Projects
- Updated Public Participation Plan

SUBTASKS

MC-3A: TECHNICAL ADVISORY WORKING GROUP

- **Quarterly Meeting:** The TAWG will meet on a quarterly basis. The TAWG will review and make recommendations to the TPC regarding core metropolitan planning products. RPC staff will be responsible for all meetings and materials.
- **Sub-Working Groups:** Issue specific sub-working groups will meet on a self-defined basis and will make regular reports to the TAWG. The TAWG may create temporary or permanent working groups.

Task T-3A Timeline & Deliverables

TAWG 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, TAWG, subcommittees, and the RPC mailing list) an annual report summarizing:
 - Progress toward priorities identified in the Metropolitan Transportation Plan

- 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
- Planning Studies

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

MC-3D: METROPOLITAN TRANSPORTATION PLAN

- **Initial Preparation:** Staff will begin preparations for the next MTP update, including a staffing plan, an outreach plan, and a work plan/schedule.

MC-3E: UNIFIED PLANNING WORK PROGRAM

- **Progress Reporting:** Staff will prepare quarterly reports describing progress on tasks/sub-tasks in the FY 25 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 to assess potential need for amendment.
- **FY 26 UPWP:** The draft FY 26 UPWP for the New Orleans UZA will be prepared in Q2 and Q3. The draft will be submitted to the TAWG, FHWA, LADOTD for review in Q3. Pending favorable review and recommendation by the TAWG, the draft will be submitted to the TPC in Q4 for final approval in May.

Task T-3E Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Progress Reporting				
Internal Review				
FY26 UPWP				

MC-3F: OBLIGATED PROJECTS

- **Documentation:** Projects obligated in FFY 2024 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-3F Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Documentation				

MC-3G: INTERGOVERNMENTAL COORDINATION

- **Agreement 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.

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

MC-3H: 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. Progress will be documented in the Metropolitan Planning Annual Report.

MC-3I: PUBLIC TRANSIT WORKING GROUP

- **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 TAWG.

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

MC-3J: 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.

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

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

MC-3L: TITLE VI AND DBE

- **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.
- **DBE 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-3M: METROPOLITAN PLANNING OUTREACH

- **Agency Branding:** Staff will conduct 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, public and stakeholder perception of the MPO, 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-3M Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Participation Plan Review				
Newsletter				

MC-3N: PROJECT 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-3O: 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-3P: 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 26 Unified Planning Work Program
- Metropolitan Planning Annual Report
- Obligated Projects Documentation

- Annual Transit Program of Projects

FUNDING

Work Responsibility by Funding		Financial Responsibility		Agency
RPC	98,803 (100%)	FTA	79,042	RPC
Total	98,803	State/Local	19,761	
		Total	98,803	

STAFFING

Supervisor: Jason Sappington, AICP

MC-4.25 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, policies, and procedures
- Maintenance of the MPO's internal information technology systems and safeguarding of nonpublic or proprietary data

FY 24 MAJOR PRODUCTS

- FY 23-26 TIP data layers, amendments
- Metropolitan Transportation Plan data layers
- FFY 2023 Obligated Projects data layers
- UZA Maps

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.

MC-4B: PROJECT SUPPORT

- **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, and used as inputs into the Social Vulnerability Index, latent demand modelling, resiliency planning, the congestion management process, and other project support as needed.

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

MC-4C: GIS COORDINATION

- **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 & OBLIGATED PROJECTS

- **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 take place annually.

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

MC-4E: IT & AV EQUIPMENT, DATASET ACQUISITION

- **Inventory:** Staff will work with the IT Consultant to ensure the IT equipment used for MPO planning is adequate for agency needs.
- **Needs Assessment:** Staff will assess at least any data needs for upcoming or ongoing initiatives, including distribution to local partners, and identify/prioritize means for acquisition.

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: DISASTER 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

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	20,000 (100%)	FHWA	16,000	RPC
Total	20,000	State/Local	4,000	

STAFFING

Supervisor: Lynn Dupont, ASLA

MC-5.25 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 24 MAJOR PRODUCTS

- One staff member onboarded
- Annual audits performed
- Monthly TPC meetings held
- Staff meetings held biweekly
- Updates to project management manual

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 later, as needed.

MC-5B: TRANSPORTATION POLICY COMMITTEE MEETINGS

- **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 review a handbook summarizing staff roles and expectations for any updates.

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. An annual audit of the agency will take place. Monthly budget reports will be made available to stakeholders.
- **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: DISASTER 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 Materials

FUNDING

Work Responsibility for Funding		Financial Responsibility		Responsible Agency
RPC	18,750 (100%)	FHWA	15,000	RPC
Total	18,750	State/Local	3,750	
		Total	18,750	

STAFFING

Supervisor: Megan Leonard

MC-6.25 COMPLETE STREETS

GOAL

Preparation for region-wide Complete Streets Planning that will account for the roadway needs of all users, including pedestrians, bicyclists, public transit, motorists, and freight.

OBJECTIVES

- Review of Active Transportation Plans, Complete Streets policies, and associated initiatives in the Mandeville-Covington planning area.

FY 24 MAJOR PRODUCTS

- NA

SUBTASKS

MC-6A: STAKEHOLDER GROUP

- **Formation:** Staff will identify key stakeholders in the New Orleans UZA to guide the development and eventual implementation of the Complete Streets policy and guide.

MC-6B: PRELIMINARY PLAN DEVELOPMENT

- **Work Plan:** Staff will prepare a 2-year work and staffing plan for the development of a Complete Streets policy and guide, deriving from the reviews conducted in FY 2024.
- **Scoping:** Staff will prepare and propose a scope for the Complete Streets Policy and Guide.

Task MC-6B Plan Development	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Work Plan				
MPO Active Transportation Plans				

MC-6C: PLAN DEVELOPMENT

- Per the scoping described in A-5B, staff will begin work on a Complete Streets guide and policy that provides a framework for identifying opportunities to fund and implement complete streets improvements on the region's roadways, both for MPO use and for use by local governments. It's anticipated that this will be a two-year effort (FY25 and FY26).

Task MC-6C Report	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Report				

FUNDING

Staffing	Work Responsibility by Funding	Financial Responsibility		Responsible Agency
RPC	\$4,141 (100%)	FHWA	4,141	RPC
Consultant		State/Local	0	
Total	\$4,141	Total	4,141	

PRODUCTS

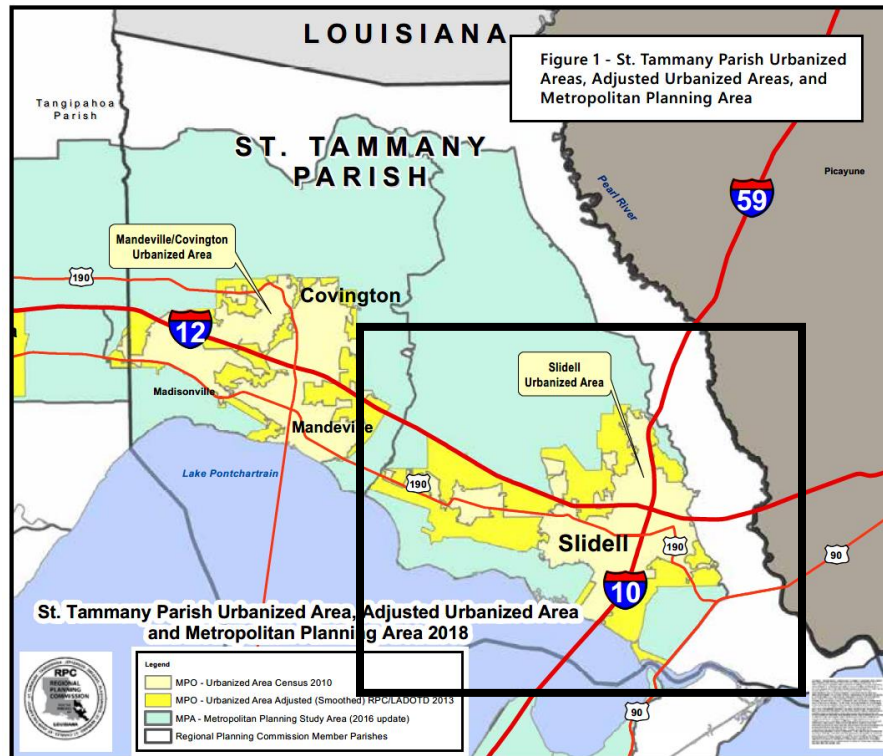
- Complete Streets Report
- Complete Streets/Active Transportation Plan Scope

STAFFING

Supervisor: Karen Parsons, AICP

SLIDELL MPA

The Slidell metropolitan planning area lies in the southeastern corner of St. Tammany Parish. In 2019 the population of the MPA was just over 120,000. In addition to Slidell itself, significant population and/or employment centers in the Slidell MPA include Lacombe, Pearl River, and Eden Isles.



Scan the QR Code on the title page (p. iii) for a larger version of this map

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	SL-6
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-1.25	Accessibility, Mobility, Safety, Freight	131,620	32,905	164,525				164,525
SL-2.25	Land Use and Environmental	70,000	17,500	87,500				87,500
SL-3.25	Metropolitan Planning				67,553	16,883	84,416	84,416
SL-4.25	GIS and Data Management	15,000	3,750	18,750				18,750
SL-5.25	UPWP Management	15,000	3,750	18,750				18,750
SL-6.25	Complete Streets	3,187		3,187				3,187
Total		234,807	57,905	292,712	67,533	16,883	84,416	377,128

FUNDING TABLE 2: RPC STAFF VS CONTRACTED FUNDING

The “By Recipient” funding table shows the amount of total funding (local + federal), per task, assigned to RPC staff and staff support versus how much will be contracted to a consultant.

Task	Description	RPC Staff	Contractual/Consultant				Total
			Cont. PL*	New PL	Cont. FTA*	New FTA	
SL-1.25	Accessibility, Mobility, Safety, and Freight	25,000	64,000	75,525			164,525
SL-2.25	Resiliency and Land Use	25,000		62,500			87,500
SL-3.25	Core Metropolitan Planning	84,416					84,416
SL-4.25	GIS and Data Management	18,750					18,750
SL-5.25	UPWP Management	18,750					18,750
SL-6.25	Complete Streets	3,187					3,187
Total		175,103	0	202,025			377,128

*Continuing PL and 5303 funds are dedicated to complete contractual work started in the previous FY using funding from the current FY. Per LADOTD Policy, PL and 5303 Funds are ineligible for “carryover” from previous Fiscal Years

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, except for Complete Streets which is provided at 100% Federal share.

SL-1.25 ACCESSIBILITY, MOBILITY, SAFETY, FREIGHT

GOALS

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.

FY 24 MAJOR PRODUCTS

- Annual report on performance measures
- Demand model updates

SUBTASKS

SL-1A: SAFETY

- **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 TAWG in FY 25 study selection. Tasks undertaken thereto will be mindful of the State Highway Safety Plan.
- **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:** The MPO will either concur with LADOTD Highway Safety Improvement Program's five safety performance targets, or will set its own targets, by February, 2025. The report for FY 25 will be completed in Q1 as part of the Annual Report (SL-3C).

Task SL-1A Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Safety Memo				
Safety Performance Report				

MC-1B: MULTIMODAL PLANNING

- **Bicycle and Pedestrian Planning:** Studies will incorporate consideration for bicycle and pedestrian use of on and off-road facilities. Bike/Ped counts will be taken except in cases where their use is restricted. Safety assessments will include measures affecting safety of vulnerable users (such as observed vehicle speeds). Studies on transit corridors will include transit access components. Staff will continue to research best practices in multimodal corridor planning.
- **Complete Streets:** Comprehensive regionwide policy and metric assessments will take place primarily under MC-6 but will be given consideration in all roadway planning. Staff will continue to research best practices in multimodal corridor planning.

SL-1C: INTERAGENCY 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-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:** Staff will work with FHWA, the state, and local governments toward achievement of pavement condition targets.

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

SL-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.

SL-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 SL UZA Transportation Improvement Program (TIP).
- **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:** Staff will work with FHWA, the state, and local governments toward achievement of congestion targets.

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

SL-1G: SYSTEM SURVEILLANCE & INTELLIGENT TRANSPORTATION SYSTEMS

- **Routine Traffic Counting Program:** Staff will conduct its annual traffic counting program in Fall 2024 through Spring 2025, 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 continue to refine 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.
- **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.

SL-1H: FREIGHT PLANNING

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

SL-1I: STUDIES

- Through the TAWG Call for Studies and through Parish and other intergovernmental collaboration, staff has identified the following subjects as meriting further study in FY 2025:
 - US Hwy 11 Operational and Complete Streets Improvements (started in FY 24)
 - St. Tammany Parish Bicycle Plan

SL-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.

SL-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

- Safety Data Memo
- Performance Report
- Routine Traffic Count Results

FUNDING

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	25,000 (15%)	FHWA	131,620	RPC
Consultant	139,525 (85%)	State/Local	32,905	
Total	164,525	Total	164,525	

STAFFING

Supervisor: Nelson Hollings

SL-2.25 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 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 24 MAJOR PRODUCTS

- None

SUBTASKS

SL-2A: PROTECT PLAN DEVELOPMENT

- **Plan Development:** Staff will continue developing a regional resiliency plan in FY 25. The plan consists 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
 - *Transportation Resilience Improvement Plan and Carbon Reduction Strategy*, A methodology for prioritizing projects for funding under PROTECT, the Carbon Reduction Program, and other programs. This will begin in FY 24 and be completed in FY 25.
 - *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.

Task SL-2A Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Baseline Conditions Report				
Transportation Resilience Plan				

SL-2B: INFRASTRUCTURE RESILIENCY

- **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, will consider the ability to harden, elevate, or otherwise increase the facilities' ability to resist flooding, heat, and other climatic or associated weather stressors. Staff will develop model text for future study scopes.
- **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: TRANSPORTATION AND LAND USE

- **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. Staff will develop model text for future study scopes.
- **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: AIR QUALITY

- **EV and Alternatives Fuels:** Staff will coordinate with the state and with local governments on the funding and effective deployment of EV infrastructure and alternative fuels in local communities and on regional corridors.
- **Planning:** Planning efforts will focus on measures such as reduced VMT, transit access, reduction of single occupancy vehicle use, minimization of roadway expansion, and other measures that reduce the impact of private vehicles' impact on air quality.

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: DISASTER 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

Work Requirement by Funding		Financial Responsibility		Responsible Agency
RPC	25,000 (29%)	FHWA	70,000	RPC
Consultant	62,500 (71%)	State/Local	17,500	
Total	87,500	Total	87,500	

STAFFING

Supervisor: Thomas Haysley, AICP

SL-3.25 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: Transportation Improvement Program (TIP), Long Range Metropolitan Transportation Plan (MTP), and 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 24 MAJOR PRODUCTS

- FY 2025 Unified Planning Work Program and Progress Reports
- Obligated Projects
- Updated Public Participation Plan

SUBTASKS

SL-3A: TECHNICAL ADVISORY WORKING GROUP

- **Quarterly Meeting:** The TAWG will meet on a quarterly basis. The TAWG will review and make recommendations to the TPC regarding core metropolitan planning products. RPC staff will be responsible for all meetings and materials.
- **Sub-Working Groups:** Issue specific sub-working groups will meet on a self-defined basis and will make regular reports to the TAWG. The TAWG may create temporary or permanent working groups.

Task T-3A Timeline & Deliverables

TAWG 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, TAWG, subcommittees, and the RPC mailing list) an annual report summarizing:
 - Progress toward priorities identified in the Metropolitan Transportation Plan

- 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)
- Planning Studies

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

SL-3D: METROPOLITAN TRANSPORTATION PLAN

- **Initial Preparation:** Staff will begin preparations for the next MTP update, including a staffing plan, an outreach plan, and a work plan/schedule.

SL-3E: UNIFIED PLANNING WORK PROGRAM

- **Progress Reporting:** Staff will prepare quarterly reports describing progress on tasks/sub-tasks in the FY 25 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 to assess potential need for amendment.
- **FY 26 UPWP:** The draft FY 26 UPWP for the New Orleans UZA will be prepared in Q2 and Q3. The draft will be submitted to the TAWG, FHWA, LADOTD for review in Q3. Pending favorable review and recommendation by the TAWG, the draft will be submitted to the TPC in Q4 for final approval in May.

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

SL-3F: OBLIGATED PROJECTS

- **Documentation:** Projects obligated in FFY 2024 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-3F Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Documentation				

SL-3G: INTERGOVERNMENTAL COORDINATION

- **Agreement 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.

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

SL-3H: 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. Progress will be documented in the Metropolitan Planning Annual Report.

SL-3I: PUBLIC TRANSIT WORKING GROUP

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

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

SL-3J: 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.

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

SL-3K: TRANSIT FUNDING

- **Annual Apportionments:** With the guidance of the Public Transit Advisory Working Group, 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				

SL-3L: TITLE VI AND DBE

- **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.
- **DBE 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-3M: METROPOLITAN PLANNING OUTREACH

- **Agency Branding:** Staff will conduct 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, public and stakeholder perception of the MPO, 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-3M Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Participation Plan Review				
Newsletter				

SL-3N: PROJECT 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-3O: 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-3P: 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 26 Unified Planning Work Program
- Metropolitan Planning Annual Report
- Obligated Projects Documentation
- Annual Transit Program of Projects

FUNDING

Work Responsibility by Funding		Financial Responsibility		Agency
RPC	84,416 (%100)	FTA	34,974	RPC
Total	84,416	State/Local	8,744	
		Total	43,718	

STAFFING

Supervisor: Jason Sappington, AICP

SL-4.25 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, policies, and procedures
- Maintenance of the MPO's internal information technology systems and safeguarding of nonpublic or proprietary data

FY 24 MAJOR PRODUCTS

- FY 23-26 TIP data layers, amendments
- Metropolitan Transportation Plan data layers
- FFY 2023 Obligated Projects data layers
- UZA Maps

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.

SL-4B: PROJECT SUPPORT

- **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, and used as inputs into the Social Vulnerability Index, latent demand modelling, resiliency planning, the congestion management process, and other project support as needed.

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

SL-4C: GIS COORDINATION

- **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				

SL-4D: PROJECT TRACKING & OBLIGATED PROJECTS

- **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 take place annually.

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

SL-4E: IT & AV EQUIPMENT, DATASET ACQUISITION

- **Inventory:** Staff will work with the IT Consultant to ensure the IT equipment used for MPO planning is adequate for agency needs.
- **Needs Assessment:** Staff will assess at least any data needs for upcoming or ongoing initiatives, including distribution to local partners, and identify/prioritize means for acquisition.

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: DISASTER 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

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	18,750 (100%)	FHWA	15,000	RPC
Total	18,750	State/Local	3,750	

STAFFING

Supervisor: Lynn Dupont, ASLA

SL-5.25 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 24 MAJOR PRODUCTS

- One staff member onboarded
- Annual audits performed
- Monthly TPC meetings held
- Staff meetings held biweekly
- Updates to project management manual

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 later, as needed.

SL-5B: TRANSPORTATION POLICY COMMITTEE MEETINGS

- **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 review a handbook summarizing staff roles and expectations for potential updates.

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. An annual audit of the agency will take place. Monthly budget reports will be made available to stakeholders.
- **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: DISASTER 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 Materials

FUNDING

Work Responsibility for Funding		Financial Responsibility		Responsible Agency
RPC	18,750 (100%)	FHWA	15,000	RPC
Total	18,750	State/Local	3,750	
		Total	18,750	

STAFFING

Supervisor: Megan Leonard

SL-6.25 COMPLETE STREETS

GOAL

Preparation for region-wide Complete Streets Planning that will account for the roadway needs of all users, including pedestrians, bicyclists, public transit, motorists, and freight.

OBJECTIVES

- Review of Active Transportation Plans, Complete Streets policies, and associated initiatives in the Mandeville-Covington planning area.

FY 24 MAJOR PRODUCTS

- NA

SUBTASKS

SL-6A: STAKEHOLDER GROUP

- **Formation:** Staff will identify key stakeholders in the New Orleans UZA to guide the development and eventual implementation of the Complete Streets policy and guide.

SL-6B: PRELIMINARY PLAN DEVELOPMENT

- **Work Plan:** Staff will prepare a 2-year work and staffing plan for the development of a Complete Streets policy and guide, deriving from the reviews conducted in FY 2024.
- **Scoping:** Staff will prepare and propose a scope for the Complete Streets Policy and Guide.

Task SL-6C Plan Development	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Work Plan				
MPO Active Transportation Plans				

SL-6C: PLAN DEVELOPMENT

- Per the scoping described in A-5B, staff will begin work on a Complete Streets guide and policy that provides a framework for identifying opportunities to fund and implement complete streets improvements on the region's roadways, both for MPO use and for use by local governments. It's anticipated that this will be a two-year effort (FY25 and FY26).

Task SL-6C Report	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Report				

FUNDING

Staffing	Work Responsibility by Funding	Financial Responsibility		Responsible Agency
RPC	\$3,187 (100%)	FHWA	3,187	RPC
Consultant		State/Local	0	
Total	\$3,187	Total	3,187	

PRODUCTS

- Complete Streets Report
- Complete Streets/Active Transportation Plan Scope

STAFFING

Supervisor: Karen Parsons, AICP

ST. TAMMANY TRANSIT PLAN

GOAL

Preparation of a transit plan that assesses current levels of service in the Parish and outlines alternatives for future service and funding scenarios.

OBJECTIVES

- Review of current service and development of future operations scenario alternatives
- Review of current funding and development of future funding scenario alternatives
- Input from stakeholders and citizens

SCOPE

1. Review current demand/response service and explore the need to change the service types in order to receive the maximum ridership potential or continue the current type of service. This can include fixed routes, deviated fixed routes, etc.
2. Research and assist in implementing potential resources of local matching funds.
3. Review the Parish and Contractor's policies and recommend any potential changes to allow for a more efficient service.
4. Hold at minimum two public meetings (one on west side/one on east side of the parish) to obtain input from the public concerning public transit.
5. Hold stakeholder meetings to discuss improved transit options. Included but not limited to: elected officials, municipal officials, social service organizations and government agencies.
6. Examine potential partnerships between STAR Transit, businesses/social service organizations and other local government agencies.

FUNDING

Staffing	Work Responsibility by Funding	Financial Responsibility		Responsible Agency
Consultant	\$150,000 (100%)	FTA 5307	120,000	St. Tammany Parish
Total	\$150,000	State/Local	0	
		Total	30,000	

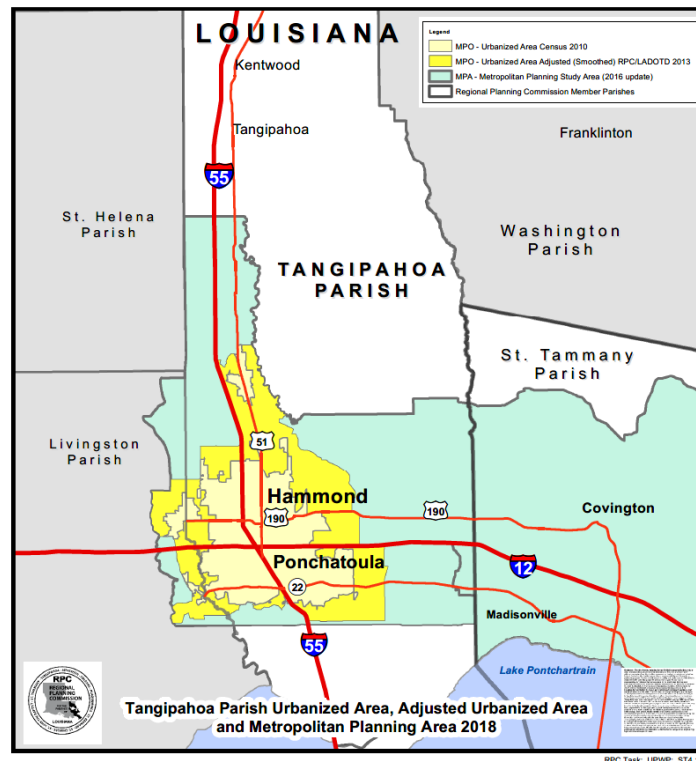
PRODUCTS

- Transit Plan for St. Tammany Parish

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 MPA was just under 135,000. 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.



Scan the QR Code on the title page (p. iii) for a larger version of this map

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	T-6
Economic Vitality	*	*	*	*	*	*
Safety	*	*	*	*	*	*
Security	*	*	*	*	*	
Accessibility and Mobility	*		*	*	*	*
Environment	*	*	*	*	*	*
Modal Connectivity	*	*	*	*	*	*
Efficiency	*	*	*	*	*	
Preservation	*			*	*	
Resilience	*	*		*	*	*
Travel and Tourism	*	*	*			*

FUNDING TABLE 1: BY SOURCE

Task	Description	FHWA PL	PL Match	FHWA Total	FTA 5303	FTA Match	FTA Total	Total
T-1.25	Traveler Mobility and Accessibility Safety	111,659	27,915	139,574				139,574
T-2.25	Land Use and Environmental	60,000	15,000	75,000				75,000
T-3.25	Metropolitan Planning				57,641	14,410	72,051	72,051
T-4.25	GIS and Data Management	10,000	2,500	12,500				12,500
T-5.25	UPWP Management	8,000	2,000	10,000				10,000
T-6.25	Complete Streets	2,368		2,368				2,368
	Total	192,027	47,415	239,442	57,641	14,410	72,051	311,493

FUNDING TABLE 2: RPC STAFF VS CONTRACTED FUNDING

The “By Recipient” funding table shows the amount of total funding (local + federal), per task, assigned to RPC staff and staff support versus how much will be contracted to a consultant.

Task	Description	RPC Staff	Contractual/Consultant				Total
			Cont. PL*	New PL	Cont. FTA*	New FTA	
T-1.25	Accessibility, Mobility, Safety, and Freight	22,500		111,074			139,574
T-2.25	Resiliency and Land Use	20,000		55,000			75,000
T-3.25	Core Metropolitan Planning	72,051					72,051
T-4.25	GIS and Data Management	12,500					12,500
T-5.25	UPWP Management	10,000					10,000
T-6.25	Complete Streets	2,368					2,368
	Total	139,419		172,074			311,493

*Continuing PL and 5303 funds are dedicated to complete contractual work started in the previous FY using funding from the current FY. Per LADOTD Policy, PL and 5303 Funds are ineligible for “carryover” from previous Fiscal Years

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, except for Complete Streets which is provided at 100% Federal share.

T-1.25 ACCESSIBILITY, MOBILITY, SAFETY, FREIGHT

GOALS

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.

FY 24 MAJOR PRODUCTS

- Annual report on performance measures
- Demand model updates

SUBTASKS

T-1A: SAFETY

- **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 TAWG in FY 25 study selection. Tasks undertaken thereto will be mindful of the State Highway Safety Plan.
- **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:** The MPO will either concur with LADOTD Highway Safety Improvement Program's five safety performance targets, or will set its own targets, by February 2025. The report for FY 25 will be completed in Q1 as part of the Annual Report (T-3C).

Task T-1A Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Safety Memo				
Safety Performance Report				

T-1B: MULTIMODAL PLANNING

- **Bicycle and Pedestrian Planning:** Studies will incorporate consideration for bicycle and pedestrian use of on and off-road facilities. Bike/Ped counts will be taken except in cases where their use is restricted. Safety assessments will include measures affecting safety of vulnerable users (such as observed vehicle speeds). Studies on transit corridors will include transit access components. Staff will continue to research best practices in multimodal corridor planning.
- **Complete Streets:** Comprehensive regionwide policy and metric assessments will take place primarily under T-6 but will be given consideration in all roadway planning. Staff will continue to research best practices in multimodal corridor planning.

T-1C: INTERAGENCY 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-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:** Staff will work with FHWA, the state, and local governments toward achievement of pavement condition targets.

Task T-1C Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Conditions Performance Report				

T-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.

T-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 MC UZA Transportation Improvement Program (TIP).
- **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:** Staff will work with FHWA, the state, and local governments toward achievement of congestion targets.

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

T-1G: SYSTEM SURVEILLANCE & INTELLIGENT TRANSPORTATION SYSTEMS

- **Routine Traffic Counting Program:** Staff will conduct its annual traffic counting program in Fall 2024 through Spring 2025, 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 continue to refine 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.
- **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.

T-1H: FREIGHT PLANNING

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

T-1I: STUDIES

- Through the TAWG Call for Studies and through Parish and other intergovernmental collaboration, staff has identified the following subjects as meriting further study in FY 2025:
 - Range Road Operational Improvements
 - Firetower Road Operational Improvements

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

- Safety Data Memo
- Performance Report
- Routine Traffic Count Results

FUNDING

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	22,500 (16%)	FHWA	111,659	RPC
Consultant	117,074 (84%)	State/Local	27,915	
Total	139,574	Total	139,574	

STAFFING

Supervisor: Nelson Hollings

T-2.25 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 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 24 MAJOR PRODUCTS

- None

SUBTASKS

T-2A: PROTECT PLAN DEVELOPMENT

- **Plan Development:** Staff will continue developing a regional resiliency plan in FY 25. The plan consists 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
 - *Transportation Resilience Improvement Plan and Carbon Reduction Strategy*, A methodology for prioritizing projects for funding under PROTECT, the Carbon Reduction Program, and other programs. This will begin in FY 24 and be completed in FY 25.
 - *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.

Task T-2A Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr - Jun
Baseline Conditions Report				
Transportation Resilience Plan				

T-2B: INFRASTRUCTURE RESILIENCY

- **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, will consider the ability to harden, elevate, or otherwise increase the facilities' ability to resist flooding, heat, and other climatic or associated weather stressors. Staff will develop model text for future study scopes.
- **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: TRANSPORTATION AND LAND USE

- **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. Staff will develop model text for future study scopes.
- **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: AIR QUALITY

- **EV and Alternatives Fuels:** Staff will coordinate with the state and with local governments on the funding and effective deployment of EV infrastructure and alternative fuels in local communities and on regional corridors.
- **Planning:** Planning efforts will focus on measures such as reduced VMT, transit access, reduction of single occupancy vehicle use, minimization of roadway expansion, and other measures that reduce the impact of private vehicles' impact on air quality.

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: DISASTER 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

Work Requirement by Funding		Financial Responsibility		Responsible Agency
RPC	20,000 (27%)	FHWA	60,000	RPC
Consultant	55,000 (73%)	State/Local	15,000	
Total	75,000	Total	75,000	

STAFFING

Supervisor: Thomas Haysley, AICP

T-3.25 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: Transportation Improvement Program (TIP), Long Range Metropolitan Transportation Plan (MTP), and 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 24 MAJOR PRODUCTS

- FY 2024 Unified Planning Work Program and Progress Reports
- Obligated Projects
- Updated Public Participation Plan

SUBTASKS

T-3A: TECHNICAL ADVISORY WORKING GROUP

- **Quarterly Meeting:** The TAWG will meet on a quarterly basis. The TAWG will review and make recommendations to the TPC regarding core metropolitan planning products. RPC staff will be responsible for all meetings and materials.
- **Sub-Working Groups:** Issue specific sub-working groups will meet on a self-defined basis and will make regular reports to the TAWG. The TAWG may create temporary or permanent working groups.

Task T-3A Timeline & Deliverables

TAWG 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, TAWG, subcommittees, and the RPC mailing list) an annual report summarizing:
 - Progress toward priorities identified in the Metropolitan Transportation Plan
 - 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)
 - Planning Studies

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

T-3D: METROPOLITAN TRANSPORTATION PLAN

- **Initial Preparation:** Staff will begin preparations for the next MTP update, including a staffing plan, an outreach plan, and a work plan/schedule.

T-3E: UNIFIED PLANNING WORK PROGRAM

- **Progress Reporting:** Staff will prepare quarterly reports describing progress on tasks/sub-tasks in the FY 25 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 to assess potential need for amendment.
- **FY 26 UPWP:** The draft FY 26 UPWP for the New Orleans UZA will be prepared in Q2 and Q3. The draft will be submitted to the TAWG, FHWA, LADOTD for review in Q3. Pending favorable review and recommendation by the TAWG, the draft will be submitted to the TPC in Q4 for final approval in May.

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

T-3F: OBLIGATED PROJECTS

- **Documentation:** Projects obligated in FFY 2024 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-3F Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Documentation				

T-3G: INTERGOVERNMENTAL COORDINATION

- **Agreement 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.

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

T-3H: 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. Progress will be documented in the Metropolitan Planning Annual Report.

T-3I: PUBLIC TRANSIT WORKING GROUP

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

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

T-3J: 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.

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

T-3K: TRANSIT FUNDING

- **Annual Apportionments:** With the guidance of the Public Transit Advisory Working Group, 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 AND DBE

- **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.

- **DBE 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-3M: METROPOLITAN PLANNING OUTREACH

- **Agency Branding:** Staff will conduct 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, public and stakeholder perception of the MPO, 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-3M Timeline & Deliverables	Jul – Sep	Oct – Dec	Jan – Mar	Apr – Jun
Participation Plan Review				
Newsletter				

T-3N: PROJECT 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-3O: 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-3P: 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 26 Unified Planning Work Program
- Metropolitan Planning Annual Report
- Obligated Projects Documentation
- Annual Transit Program of Projects

FUNDING

Work Responsibility by Funding		Financial Responsibility		Agency
RPC	72,051 (%100)	FHWA	57,641	RPC
Total	72,051	State/Local	14,410	
		Total	72,051	

STAFFING

Supervisor: Jason Sappington, AICP

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, policies, and procedures
- Maintenance of the MPO's internal information technology systems and safeguarding of nonpublic or proprietary data

FY 24 MAJOR PRODUCTS

- FY 23-26 TIP data layers, amendments
- Metropolitan Transportation Plan data layers
- FFY 2023 Obligated Projects data layers
- UZA Maps

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.

T-4B: PROJECT SUPPORT

- **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, and used as inputs into the Social Vulnerability Index, latent demand modelling, resiliency planning, the congestion management process, and other project support as needed.

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

T-4C: GIS COORDINATION

- **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				

T-4D: PROJECT TRACKING & OBLIGATED PROJECTS

- **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 take place annually.

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

T-4E: IT & AV EQUIPMENT, DATASET ACQUISITION

- **Inventory:** Staff will work with the IT Consultant to ensure the IT equipment used for MPO planning is adequate for agency needs.
- **Needs Assessment:** Staff will assess at least any data needs for upcoming or ongoing initiatives, including distribution to local partners, and identify/prioritize means for acquisition.

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: DISASTER 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 and Data Procurement Documentation

FUNDING

Work Responsibility by Funding		Financial Responsibility		Responsible Agency
RPC	12,500 (%100)	FHWA	10,000	RPC
Total	12,500	State/Local	2,500	

STAFFING

Supervisor: Lynn Dupont, ASLA

T-5.25 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 24 MAJOR PRODUCTS

- Onboarding Document Update
- Annual Audits

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 later, as needed.

T-5B: TRANSPORTATION POLICY COMMITTEE MEETINGS

- **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 review a handbook summarizing staff roles and expectations for any updates.

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. An annual audit of the agency will take place. Monthly budget reports will be made available to stakeholders.
- **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: DISASTER 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 Materials

FUNDING

Work Responsibility for Funding		Financial Responsibility		Responsible Agency
RPC	10,000 (100%)	FHWA	8,000	RPC
Total	10,000	State/Local	2,000	
		Total	10,000	

STAFFING

Supervisor: Megan Leonard

MC-6.25 COMPLETE STREETS

GOAL

Preparation for region-wide Complete Streets Planning that will account for the roadway needs of all users, including pedestrians, bicyclists, public transit, motorists, and freight.

OBJECTIVES

- Review of Active Transportation Plans, Complete Streets policies, and associated initiatives in the Mandeville-Covington planning area.

FY 24 MAJOR PRODUCTS

- NA

SUBTASKS

T-6A: STAKEHOLDER GROUP

- **Formation:** Staff will identify key stakeholders in the New Orleans UZA to guide the development and eventual implementation of the Complete Streets policy and guide.

T-6B: PRELIMINARY PLAN DEVELOPMENT

- **Work Plan:** Staff will prepare a 2-year work and staffing plan for the development of a Complete Streets policy and guide, deriving from the reviews conducted in FY 2024.
- **Scoping:** Staff will prepare and propose a scope for the Complete Streets Policy and Guide.

Task T-6B Plan Development

Work Plan

MPO Active Transportation Plans

Jul – Sep

Oct – Dec

Jan – Mar

Apr - Jun

T-6C: PLAN DEVELOPMENT

- Per the scoping described in A-5B, staff will begin work on a Complete Streets guide and policy that provides a framework for identifying opportunities to fund and implement complete streets improvements on the region's roadways, both for MPO use and for use by local governments. It's anticipated that this will be a two-year effort (FY25 and FY26).

Task T-6C Report

Report

Jul – Sep

Oct – Dec

Jan – Mar

Apr - Jun

FUNDING

Staffing	Work Responsibility by Funding	Financial Responsibility		Responsible Agency
RPC Total	2,368 (100%) 2,368	FHWA State/Local Total	2,368 0 2,368	RPC

PRODUCTS

- Complete Streets Report
- Complete Streets/Active Transportation Plan Scope

STAFFING

Supervisor: Karen Parsons, AICP

APPENDIX A – REGIONAL PLANNING COMMISSION (3/1/24)

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

Officers:

Jaclyn Hotard, Chairman - St. John The Baptist Parish
Cynthia Lee Sheng, 1st Vice Chairwoman- Jefferson Parish
Robby Miller, 2nd Vice Chairman - Tangipahoa Parish
Louis Pomes, 3rd Vice Chairman- St. Bernard Parish
LaToya Cantrell, 4th Vice Chairwoman – Orleans Parish
Keith Hinkley, 5th Vice Chairman – Plaquemines Parish
Matt Jewell, Treasurer- St. Charles Parish
Mike Cooper, Secretary– St. Tammany Parish

Jefferson Parish:

Councilmember At-Large Scott Walker
Mayor Robert Billiot (Westwego)
Lee Giorgio
Jack Stumpf

Orleans Parish:

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

Plaquemines Parish:

Councilmember Tyronne Edwards
Councilmember Ronnie Newsom
Robert Hopkins
Allen Hero

St. Bernard Parish:

Councilmember Josh Moran
Councilmember Ryan Randall
Roxanne Adams
Susan Klees

St. Charles Parish

Councilmember Bob Fischer
Councilmember Michelle O'Daniels
Garret C. Monti
Thomas Hines

St. John The Baptist Parish

Councilmember Robert Arcuri
Councilmember Tammy Houston
Raj Pannu
Jonathan Perret

St. Tammany Parish:

Councilmember Jeff Corbin
Councilmember Pat Burke
Chris Masingill
Christopher Abadie

Tangipahoa Parish:

Council Chair David Vial
Mayor Pete Panepinto (Hammond)
Michael Showers
Citizen Member (open)

DOTD

Secretary Eric Kalivoda

APPENDIX B – RPC TRANSPORTATION POLICY COMMITTEE (3/1/24)

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 (JP Transit)

Mayor Box Zabbia (Ponchatoula)

Mayor Mark R. Johnson (Covington)

Renee Amar (LMTA)

APPENDIX C – RPC TECHNICAL ADVISORY WORKING GROUP

AARP

Senior Program Specialist

Advocacy Center

Director, Public Policy

Bike Easy

Executive Director

Education Programs Director

City of Covington

Assistant Director of Planning

City Engineer

Director, Public Works

Administrative Officer

City of Gretna

Director, Planning and Major Projects

Planning and Zoning Official

City of Hammond

Director, Administration

Director, Planning

City of Kenner

Director, Public Works

Director, Planning

City of Mandeville

Director, Planning and Development

Director, Department of Public Works

City of New Orleans

Manager, Policy and Programs, Mayor's Office of Transportation

Director, Department of Public Works

Traffic Engineer, Public Works

Director, City Planning Commission

City of Pontchatoula

Streets Supervisor

City of Slidell

Director, Engineering

Transportation Engineer

Director, Planning

Federal Transit Administration

Community Planner

Federal Highway Administration	Community Planner
Greater New Orleans Expressway Commission	General Manager
Greater New Orleans Foundation	Director Environmental Programs
Jefferson Parish	Director, Engineering Director, Planning Parish President's Office - Land Use and Development Director, Public Works Director, Ecosystem and Coastal Management Director, Transit Administration
LA DOTD	Highway Safety Manager MPO Urban Systems Coordinator Urban Transit Program Manager Planning Program Administrator Director of Planning District Administrator, District 02 District Administrator, District 62 Urban Systems >200k Program Manager Urban Systems <200K Program Manager
Lighthouse Louisiana	Director of Public Policy Citizen Advocate
Louisiana Motor Transportation Association	Renee Amar Executive Director
National Safety Council	President and CEO - South Louisiana Chapter
New Orleans Aviation Board	Executive Director Deputy Director
New Orleans Port Authority	President and CEO
New Orleans Public Belt Railroad	General Manager
Plaquemines Parish	Parish Engineer GIS Manager

Port of New Orleans	Chief Operating Officer
Plaquemines Port Harbor Terminal District	Assistant Port Manager
Ride New Orleans	Executive Director
Regional Transit Authority	Executive Director Director, Planning and Scheduling Director, Strategic Planning Senior Transportation Planner
St. Bernard Parish	Director, Community Development Director, Public Works Transit Manager Director, Community Development
St. Charles Parish	Director, Planning and Zoning Director, Public Works Grants Manager
St. John the Baptist Parish	Director, Public Works Manager, Planning and Zoning Manager Chief Administrative Assistant Coastal & Water Management Division
St. Tammany Parish	Chief Operating Officer Parish Engineer Grant Project Manager-Transit Director, Planning
Tangipahoa Parish	Parish Engineer Director, Community Development Parish Engineer Director, Parish Planning

