AGENDA
Transportation Policy Board
Wednesday, April 8, 2020     7:00 a.m. – 8:30 a.m.
Zoom Teleconference Meeting
https://zoom.us/j/567309720
Meeting ID: 567 309 720
Audio by phone, dial in early:
(253) 215-8782, or (301) 715 8592

In order to comply with the Governor’s guidance to “Stay Home and Stay Healthy” and in keeping with the Proclamation by the Governor Amending Proclamation 20-05 Open Public Meetings Act and Public Records Act issued on March 24th 2020, participation in the April 8th TPB meeting will be through remote access only.

Note:
- Agenda items may be covered by staff other than those listed on the agenda.

1. Introductions
   Andy Ryder, Chair

2. Approval of Agenda
   ACTION
   Andy Ryder, Chair

3. Approval of Meeting Notes from March 11, 2020 (Attachment)
   ACTION
   Chair

4. Public Comment Period - Call in only

5. 7:15 - 7:35 Regional Transportation Plan (RTP) – Outreach Result and Releasing the Full Plan Draft for Public Review and Comment
   Staff will brief the TPB on the Public Outreach Result, review the draft plan, and request that the Board recommend to Council that the plan be released for public comment.
   ACTION
   Katrina Van Every

6. 7:35 - 7:55 Draft TRPC Obligation Authority Policy and Procedures
   The complicated process of distributing and management federal funds includes ensuring that projects meet deadlines and that TRPC has clear remedies in those instances when projects fall behind so that the region and the state does not lose funding, but instead is in good standing to receive additional funding if defaults occur.
   DISCUSSION
   Paul Brewster

7. 7:55 - 8:05 Federal Call for Projects Update
   Applications were due on March 27. Staff will provide an update on the number and types of proposals and the total amount of funding requested.
   UPDATE
   Paul Brewster

8. Announcements
   At the discretion of the Chair, this may be covered in the After-Meeting Summary.
   TRPC Staff

9. Outside Committee Report
   At the discretion of the Chair, this may be covered in the After-Meeting Summary.
   BRIEFING
   Doug DeForest

Next Meeting –May 13, 2020
7:00 - at least 8:30 a.m.

NOTE: At this meeting, the Board will review projects received under the Federal Call for Projects, which will likely require an extended meeting. At this time, we are planning for a remote meeting.
MINUTES OF MEETING

TRANSPORTATION POLICY BOARD
Wednesday, March 11, 2020
2424 Heritage Court SW
Conference Room A, 1st Floor
Olympia, WA 98502

Call to Order

Executive Director Marc Daily called the meeting to order at 7:00 am. Chair Ryder and Vice Chair Sackrison are absent. Mr. Daily asked for volunteers to chair the meeting.

Board member Zita moved, seconded by Board member Melnick, for Board member Kmet to chair the meeting. Motion carried unanimously.

Attendance

Members Present:
City of Olympia Dani Madrone, Council member
City of Rainier George Johnson, Council member
City of Tenino John O’Callahan, Council member
City of Tumwater Pete Kmet, Council member
Intercity Transit Don Melnick, Board member
North Thurston Public Schools Deanna Maddox, Staff
Port of Olympia EJ Zita, Commissioner
State Government Kevin Dragon, DES Staff
WSDOT Joseph Perez, Staff
Emeritus Business Rep Doug DeForest
Business Rep Renee Radcliff Sinclair

Members Absent:
City of Lacey Andy Ryder, Chair
City of Yelm Cody Colt, Council member
Nisqually Indian Tribe David Iyall, Staff
Confederated Tribes of the Chehalis Reservation Amy Loudermilk, Staff
Thurston County Gary Edwards, Commissioner
Community Rep Graeme Sackrison, Vice Chair
Community Rep Kevin Pestinger

Staff Present:
Marc Daily, Executive Director
Karen Parkhurst, Planning & Policy Director
Veena Tabbutt, Deputy Director
Burlina Martin, Administrative Assistant
Paul Brewster, Senior Planner
Katrina Van Every, Senior Planner
Sara Porter, Assistant Planner

Others Present:
Charlie Schneider, Tumwater City Council
Mary Heather Ames, City of Tumwater
Martin Hoppe, City of Lacey
Sophie Stimson, City of Olympia
Eric Phillips, Intercity Transit
John Suessman, North Thurston Public Schools
Agenda Item 1  INFORMATION  Introductions/Announcements/Updates
All present provided self-introductions.

Agenda Item 2  ACTION  Approval of Agenda
Executive Director Marc Daily requested that agenda items 7 and 8 be switched on the agenda.

Board member O'Callahan moved, seconded by Board member Melnick, to approve the agenda after switching agenda items 7 and 8. Motion carried unanimously.

Agenda Item 3  ACTION  Approval of Meeting Notes from February 12, 2020
Board member O'Callahan moved, seconded by Board member DeForest, to approve the meeting notes from January 8, 2020. Motion carried unanimously.

Agenda Item 4  Public Comment
There were no public comments.

Agenda Item 5  ACTION  2020-2023 Regional Transportation Improvement Program (RTIP) Amendment 20.03
Assistant Planner Sara Porter provided information on Intercity Transit’s request to amend the 2020-2023 Regional Transportation Improvement Program (RTIP). The amendment is for the Pattison Maintenance and Operations Base Rehabilitation and Expansion project which received additional funding. The RTIP is being amended to reflect new funding levels, updated total estimated cost, and associated revisions to project title and description.

Staff recommends that the Board approve amendment 20.3 to the 2020-2023 Regional Transportation Improvement Program to update the Intercity Transit Pattison Maintenance and Operations Base Rehabilitation and Expansion project, as presented.

Board member O'Callahan moved, seconded by Board member DeForest, to approve the Regional Transportation Plan Amendment 20.03. Motion carried unanimously.

Agenda Item 6  BRIEFING  Regional Transportation Plan (RTP) Future Conditions – Model Results
Deputy Director Veena Tabbutt provided an overview of the Future Conditions chapter in the Regional Transportation Plan (RTP). The chapter assesses travel characteristics including how we travel, how far we travel, how system efficiency changes over time, how long it takes to travel, and how our network accommodates growth in travel.

Agenda Item 7  BRIEFING  TRPC Work Program – (Unified Planning Work Program – UPWP) Review
Deputy Director Veena Tabbutt provided an overview of the Unified Planning Work Program (UPWP). The UPWP is a requirement to receive federal and state planning funds.

Agenda Item 8  BRIEFING  I-5 Tumwater to Mounts Road Study – Public Review of Report
Executive Director Marc Daily provided an update on the I-5 Mounts Road to Tumwater study and its draft recommendations.

Agenda Item 9  BRIEFING  2020 Legislative Session Update
Planning & Policy Director Karen Parkhurst provided an update on the 2020 Legislative Session.

Agenda Item 10  BRIEFING  Outside Committee Report
There were no outside committee reports.

Adjournment
There being no further business, Acting Chair Kmet adjourned the meeting at 8:33 a.m.
MEMORANDUM

TO: Transportation Policy Board  
FROM: Katrina Van Every, Senior Planner  
DATE: April 1, 2020  
SUBJECT: Regional Transportation Plan (RTP) – Outreach Result and Releasing the Full Plan Draft for Public Review and Comment

PURPOSE

Staff will brief the TPB on the public outreach results, review the draft plan, and request TPB’s recommendation to release the draft plan for public review and comment.

Summary:

- The RTP is due to be updated in July 2020.
- Outreach for the RTP included a stakeholder survey, 14 presentations to various agencies and organizations, and a community survey.
- Staff has finished drafting the RTP, which is ready for release. The document includes an executive summary, seven chapters, and 13 appendices.
- Pending TPB’s recommendation, TRPC plans to release the draft for public review and set a public comment period from Friday, April 10th to Monday, May 11th.

REQUESTED ACTION

Staff requests the TPB recommend Council release the draft Regional Transportation Plan for public review and set a public comment period for April 10, 2020 to May 11, 2020.

Kve:bm
BACKGROUND

The RTP must be updated every four years; the last update (not including amendments) occurred in 2016. Since January 2019, staff has worked on drafting the updated RTP. The draft includes an executive summary, seven chapters, and 13 appendices that provide additional information to help readers understand the data and information in the Plan. The full draft is available on TRPC’s website at www.trpc.org/1012/Draft-2045-Regional-Transportation-Plan.

Outreach for this update has included a stakeholder survey, 14 presentations to various agencies and organizations, and a community survey, which was released online in January 2020 and extended to March 20, 2020. 1,408 people participated in the community survey.

ISSUES

Public Outreach. The community survey asked the public to weigh in on transportation issues that will impact them over the next 25 years.

- Transportation Technology. When asked about transportation technologies that are becoming more common (autonomous vehicles, drone deliveries, toll and express lanes, etc.), most people felt there will be both positive and negative impacts on how they travel over the next 25 years. However, more than 70% felt that alternative fuels for vehicles was both important to them and that it would have a positive impact on how they travel.
- Importance of Transportation Solutions. When asked about nine transportation solutions and what was most important to individuals and the community, the answers were fairly consistent:

<table>
<thead>
<tr>
<th>For Me...</th>
<th>Rank</th>
<th>For the Community...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase Local Transit Service</td>
<td>1</td>
<td>Increase Local Transit Service</td>
</tr>
<tr>
<td>Address Environmental Concerns</td>
<td>2</td>
<td>Maintain/Preserve the Existing System</td>
</tr>
<tr>
<td>Maintain/Preserve the Existing System</td>
<td>3</td>
<td>New Transportation Safety Projects</td>
</tr>
<tr>
<td>New Intersection Improvements</td>
<td>4</td>
<td>New Accessibility Projects</td>
</tr>
<tr>
<td>New Transportation Safety Projects</td>
<td>5</td>
<td>Address Environmental Concerns</td>
</tr>
</tbody>
</table>

- Greenhouse Gas Emissions. Approximately 36% of greenhouse gas emissions in Thurston County come from transportation sources. Seventy-four percent of survey respondents felt it was important that our transportation strategies reduce greenhouse gases; 8% felt it was unimportant.
- Large-Scale Travel Options. When asked about large scale travel options, more than 70% of survey respondents wanted to see high speed rail service between Portland, Oregon and Vancouver, British Columbia and expanded passenger rail service between Olympia, Tacoma, and Seattle. Only one in three respondents was interested in passenger air service from the Olympia Airport.
- Survey Demographics. We also asked for demographic information about the survey respondents. We learned:
  - Seven out of ten live in Lacey, Olympia, or Tumwater
  - One in four were between the ages of 25 and 39
  - More than half were women
  - Nearly nine out of ten were Caucasian
  - Eight out of ten earn $50,000 or more annually

Plan Draft. The main body of the Plan is divided into seven chapters:

- Chapter 1. Introduction. Provides a high-level overview of the RTP’s purpose, state and federal planning requirements, and issues and challenges unique to the Thurston region.
- Chapter 2. Recommendations. Discusses recommendations for meeting the RTP’s goals. This chapter focuses primarily on:
  - Preserving and maintaining our existing transportation facilities, including transit facilities and services
  - 69 regional projects that either impact the movement of people and vehicles at the regional scale or actions and research that address the many questions and issues posed by the RTP.
- Chapter 3. Guiding Principles, Goals, and Policies. Provides a more detailed framework for transportation decision-making at all levels of government. Twenty goals address four aspects of transportation planning and implementation: transportation relationships, system management, system
components, and process. The goals and policies in this RTP are largely unchanged from the last adopted plan.

- **Chapter 4. State Facilities.** Provides a broad understanding of how Washington State Department of Transportation (WSDOT) plans for highways and how WSDOT and local transportation partners in the region collaborate to develop innovative, timely, and cost-effective transportation solutions. This is a new chapter in the RTP.

- **Chapter 5. Future Conditions.** Takes a broad look at the impacts the region’s forecasted population and employment growth will have on our transportation facilities. It also highlights implications for future travel patterns and environmental considerations.

- **Chapter 6. Finance.** Details financial constraints placed on the RTP as well as an overview of the region’s transportation revenues and expenditures forecast and assumptions.

- **Chapter 7. Environmental Considerations.** Highlights natural, built, and social environmental issues raised by projects included in the plan.

**Plan Review and Adoption.** The following is the anticipated schedule for adopting the RTP:

- **April 3rd:** TRPC authorizes release of draft/sets public comment period pending TPB recommendation on 4/8.
- **April 8th:** TPB Meeting on recommending draft release/public comment period.
- **April 10th:** Public Comment Period begins. Legal notice will be published in the Olympian and then again on April 24th. TRPC also submits the draft plan to WSDOT, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) for review.
- **May 11th:** Public Comment Period ends.
- **May 21st:** Public Comment review with TAC.
- **June 5th:** TRPC's 1st Review for considering adoption of the RTP.
- **June 10th:** TPB Recommendation and review of comments.
- **July 10th:** TRPC Adopts RTP as a consent agenda item, and the final adopted plan is submitted to WSDOT, FHWA, and FTA.

**CONCLUSION**

Staff believes the draft RTP is ready for public review and requests TPB recommend the draft be released for a public comment period extending from April 10, 2020 to May 11, 2020.
MEMORANDUM

TO: Transportation Policy Board
FROM: Paul Brewster, Senior Planner
DATE: April 1, 2020
SUBJECT: Draft TRPC Obligation Authority Policy and Procedures

PURPOSE

To review and provide staff feedback on the Draft TRPC Obligation Authority Policy and Procedures.

Summary:

- TRPC staff prepared a Draft Obligation Authority (OA) Policy and Procedures to maintain compliance with the Washington State Department of Transportation Local Agency Federal Obligation Authority Policy.
- The region’s OA policy will provide a common framework for all Thurston County federal transportation grant program recipients to follow to obligate projects on schedule to maintain delivery of the region’s annual obligation targets.
- The OA policy will also position the region to receive additional redistributed grant funds, if available, to obligate additional projects beyond the region’s baseline grant allocation.
- The policy includes procedures for rescinding grant funds from local agencies that don’t meet expected obligation dates—if WSDOT sanctions funds from the Thurston County Region for failing to meet its obligation targets.

REQUESTED ACTION

No action is required. This agenda item is for discussion only.

Attachment: Draft TRPC Obligation Authority Policy and Procedures

Pb:bm
DRAFT Thurston Regional Planning Council Obligation Authority Policy and Procedures

Objectives
Thurston Regional Planning Council (TRPC) will implement the Obligation Authority policy outlined in this document to achieve the following objectives:

1. To comply with the Washington State Department of Transportation Local Agency Federal Obligation Authority Policy
2. To establish a clear and consistent framework for all local agency federal transportation grant recipients within Thurston County
3. To position the region to fund additional projects with redistributed sanctioned funds
4. To mitigate the adverse impact of sanctions on projects programmed and ready to obligate in the respective federal fiscal year (FFY)

Background
Each FFY, Washington State Department of Transportation (WSDOT) sub-allocates Federal Highway Administration (FHWA) grant program funds to Metropolitan Planning Organizations (MPOs) or to non-MPO counties. That year’s funding level (plus a region’s previous year carry-forward amount) comprise a region’s Obligation Authority (OA), here on referred to as the region’s obligation target.

FHWA has a strong interest in ensuring that obligation authority (funding) is committed (obligated) by the end of the FFY it is made available. Thus, each state’s annual obligation target is equal to its amount of OA that year. If states fall short of their obligation target, the un-obligated OA is rescinded by FHWA for redistribution to states that can use it that year.

WSDOT is responsible for ensuring the total statewide local OA is delivered annually. In turn, the MPO or lead county agency is responsible for delivering its regional obligation target. WSDOT Local Agency Federal OA Policy outlines how funds will be sanctioned if an MPO or non-MPO county fails to deliver its obligation target.

Implementation
FFY 2020 is year one of the WSDOT Local Agency Federal OA policy. TRPC’s 2020 OA target is subject to the state’s policy. However, TRPC’s procedures will be implemented starting in FFY 2021. Refer to Figure 1 for an overview of the TRPC OA Policy and Procedures timeline and activities. This policy can be amended by TRPC to streamline the region’s needs and to reflect changes in the state’s OA policy.

1. Critical Dates
   A. WSDOT’s OA policy specifies that the region must obligate its OA target by FHWA’s September closing date (usually around the 25th).
   B. For the region to be considered by WSDOT to receive redistributed funds, the region must meet or exceed its OA target by July 31 of the current FFY. For a project to be counted in the July 31st delivery, a complete funding package must be authorized by FHWA or in FHWA’s queue awaiting authorization.
### Figure 1: TRPC Obligation Authority Policy and Procedures Timeline

<table>
<thead>
<tr>
<th>1. Regional OA Target Notification</th>
<th>December - January</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. WSDOT issues OA targets to regions</td>
<td></td>
</tr>
<tr>
<td>2. TRPC provides local agencies a list of projects expected to obligate or deobligate for the FFY OA Target</td>
<td></td>
</tr>
<tr>
<td>3. Local agencies report to TRPC if they have any projects at risk of not obligating funds by July 31 (a one-year extension may be requested – conditions may apply)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Establish Regional Obligation Goal and Project Needs</th>
<th>February - March</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. TRPC and TAC establish a Regional Obligation Goal (Regional OA Target plus aspirational level)</td>
<td></td>
</tr>
<tr>
<td>2. TRPC and TAC determine if additional projects are needed to meet OA Target and/or Regional Obligation Goal</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Project Selection and Programming</th>
<th>April</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. TRPC will take action to approve a project list, if necessary</td>
<td></td>
</tr>
<tr>
<td>2. The TPB will approve RTIP Amendments, if necessary</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4. Project Obligation</th>
<th>May-July</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Project sponsors submit projects for obligation</td>
<td></td>
</tr>
<tr>
<td>2. Project sponsors continue to report obligation status to TRPC staff</td>
<td></td>
</tr>
<tr>
<td>3. If projects don't obligate by July 31, selected contingency projects will be pulled and returned to the contingency project list</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Critical OA Target Dates</th>
<th>July 31</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The region must meet or exceed its OA target by July 31 of the current FFY to become eligible to receive redistributed sanctioned funds.</td>
</tr>
<tr>
<td></td>
<td>September 25</td>
</tr>
<tr>
<td></td>
<td>The region must meet its OA target by September 25 to avoid having funds sanctioned by WSDOT</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>6. Sanctions</th>
<th>September-December</th>
</tr>
</thead>
<tbody>
<tr>
<td>If TRPC is sanctioned by WSDOT for not achieving the required OA target, the responsible project-sponsor will have a corresponding amount of funding sanctioned by TRPC.</td>
<td></td>
</tr>
</tbody>
</table>
2. **Regional OA Target Notifications**
   In December:
   
   A. WSDOT provides annual regional grant program allocations for Surface Transportation Block Grant (STBG), Congestion Mitigation and Air Quality (CMAQ) Improvement, and Transportation Alternatives (TA) grant programs to the MPOs and non-MPO counties.
   
   B. TRPC will provide local agencies a list of the projects expected to obligate or de-obligate for the corresponding FFY OA target. This list will be based on TRPC’s grant award letters and the most current project delivery status report provided by WSDOT Local Programs.
   
   In January:
   
   C. Local agencies (usually Technical Advisory Committee members) will report to TRPC if they have any:
      i. Current FFY projects at risk of not obligating funds by July 31; and/or
      ii. Projects likely to de-obligate funds in the current FFY not previously reported to TRPC
   
   **Options for At-Risk Projects**
   
   D. For any projects at risk of not obligating by July 31, a local agency may request a one-year obligation extension (from year stated in the award letter) without losing secure funding. However, project timing may be subject to funding availability.
   
   E. Projects delayed by more than one year must validate project feasibility to the Regional Council to maintain its secure funding status in the Regional Transportation Improvement Program (RTIP).
      
      **Note:** The obligation date specified in the award letter is not always the same as the year the project is programmed in the RTIP.

3. **Establish FFY Regional Obligation Goal and Project Needs**
   
   In February:
   
   A. TRPC staff will coordinate with the TAC to establish a **Regional Obligation Goal** for remainder of the FFY. This goal is comprised of the region’s OA target plus an aspirational level to exceed the target by July 31.
   
   B. TRPC staff and the TAC will determine if additional projects are needed to meet the Regional Obligation Goal by July 31 and/or the region’s OA target by September 25.
   
   **If Additional Projects are Needed:**
   
   In March:
   
   C. By the third Thursday in March, local agencies will inform TRPC if a funding secure project that is programmed for a future year or a contingency project from the contingency list can submit complete paperwork and achieve FHWA obligation authorization by July 31.
      
      **Note:** All contingency projects are drawn from the contingency project list. Contingency projects originate as pre-approved but unsecure funded projects during a Call for Projects Process.
4. Project Selection and Programming
   In April:
   
   A. The Regional Council will review and take action in one meeting to select candidate projects to meet the baseline OA target and/or the Regional Obligation Goal.
   
   B. The priority order for the selection of additional projects to obligation in the current FFY is as follows:
      i. Funding secure projects that can obligate earlier than programmed will move forward to meet the current FFY OA target
      ii. Contingency project funding level – the amount necessary to overcome the OA target shortfall
      iii. Contingency project readiness as confirmed by project sponsor and WSDOT Local Programs
      iv. Other TRPC Council priorities
      v. A contingency project grant recipient not selected in the last two years (TRPC’s intent to geographically distribute funding across the county)

   Note: TRPC will abide by all agency policies and procedures for all RTIP Amendments and Administrative Modifications. Intercity Transit projects may require an Administrative Modification to the State Transportation Improvement Program (STIP) prior to obligation.

   Regional Transportation Improvement Program Amendments and Administrative Modifications
   C. One or more contingency projects will be amended to the four-year project list in the STIP to enable them to obligate, as needed (TRPC staff will coordinate with project sponsors to process amendments).
      i. If Formal STIP Amendments are required to respond to the Regional Council’s project selection, the TPB will act during their April meeting.
      ii. TRPC will issue updated award letters to grant recipients for projects with revised obligation timelines.
      iii. TRPC staff will notify project sponsors when Administrative Modifications or Amendments are approved (expected by the third Friday in May).

5. Contingency Project Obligation
   
   A. Contingency project sponsors are encouraged to prepare WSDOT Local Agency Agreement documentation prior to STIP amendment approval. However contingency projects will stand by until receiving approval from TRPC to obligate.
   
   B. All project sponsors with current FFY obligation deadlines, including contingency projects, will continue communicating project status with TRPC staff.
   
   C. If by July 31, there is any uncertainty to achieve the Region’s OA Goal, the contingency project(s) that did not obligate by July 31 will be returned to the unfunded contingency project list to be reconsidered for future years.
6. Sanction Process

A. If TRPC is sanctioned by WSDOT for not achieving the required OA target, the responsible project-sponsor agencies will be subject to the following corrective actions, under the direction of the Executive Director, to minimize impacts to other funding secure projects:
   i. TRPC will rescind the corresponding project’s funding secure status through a formal letter.
   ii. If the sanction is caused by an unexpected de-obligation, the agency responsible will move a comparable funded project onto the contingency list.
   iii. If a project has already obligated (but after the deadline), TRPC will issue a formal letter to the project sponsor requiring them to de-obligate the project funds.

B. TRPC will initiate a RTIP amendment. The amendment will move the project from the four-year project list to Appendix A as a contingency project. Upon approval by TRPC, the project may be amended back into the four-year project list if funding becomes available.

Definitions

Obligation authority (OA): FHWA funding is only transferred to recipients as reimbursement for eligible project costs. So, rather than the money itself, states or other recipients are said to receive obligation authority -- authority (expressed as a dollar amount) to proceed with submitting projects to FHWA for final approval and obligation.

Obligation: The federal government’s action to legally commit (promise) to pay or reimburse states or other entities for the federal share of projects’ eligible costs. Following obligation by FHWA, the amount of FHWA funding associated with that project is said to be obligated.

State obligation target: FHWA has a strong interest in ensuring that obligation authority (funding) is used (obligated) by the end of the FFY it is made available. Thus, each state’s annual obligation target is equal to the amount of OA it has that year. If states fall short of their obligation target, the un-obligated OA is taken back by FHWA for redistribution to states that can use it that year.

Statewide local obligation target: In this policy-document, the statewide local obligation target refers to the target dollar amount equal to the portion of annual OA managed through the WSDOT Local Programs Office. OA managed by Local Programs can be split into two broad categories: 1) funding sub-allocated to MPOs and non-MPO counties for allocation to projects (STBG, TA, CMAQ funds) and 2) funding awarded to project sponsors by the Local Programs Office (National Highway Performance Program, Bridge, Highway Safety Improvement Program, Interstate Maintenance, etc.).

Regional obligation target: By law, a portion of states’ annual FHWA obligation authority for certain programs (STBG, TA, and CMAQ) is sub-allocated to areas of the state based on population. These sub-allocated amounts fund projects that are selected by metropolitan planning organizations (MPOs) or counties (in regions not required to have an MPO). The total amount of annual OA that is sub-allocated to each MPO or non-MPO county is considered to be that MPO or non-MPO county’s regional obligation target (plus any carry-forward from the previous FFY).
**Nationally Redistributed OA:** In years when one or more states fall short of their state obligation target, the unused OA is taken back by FHWA and redistributed to states that can use it that FFY.

**Sanction:** In this document, a sanction is a dollar amount of OA reduction applied to a region’s future OA sub-allocation as a result of failing to meet its regional obligation target as outlined in this policy document. OA that a region currently has and is still seeking to obligate to its projects is not taken away by a sanction. Rather, the next FFY’s sub-allocation of new OA is reduced.

**Sanctioned OA / Redistributed sanctions:** In this document, sanctioned OA is the dollar equivalent of sanctions applied to regions resulting from the policies outlined in this document. Sanctioned OA will be made available for redistribution to other regions pursuant to the policies explained by this document.