

**Thurston Regional Planning Council**

# **UNIFIED PLANNING WORK PROGRAM**

**STATE FISCAL YEAR 2026**  
(July 1, 2025 to June 30, 2026)



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**THURSTON REGIONAL PLANNING COUNCIL  
RESOLUTION NO. 2025-03**

RELATING to the State Fiscal Year 2026 (July 1, 2025-June 30, 2026) Unified Planning Work Program.

WHEREAS, Thurston Regional Planning Council (TRPC) is the agency designated by the governor as the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Organization (RTPO) for the Thurston region; and

WHEREAS, TRPC is also federally designated as a Transportation Management Area (TMA) for the Thurston region; and

WHEREAS, as an MPO, RTPO, and TMA for the Thurston region, TRPC receives funds that are intended to help ensure a continuous, cooperative, and comprehensive regional transportation planning process; and

WHEREAS, TRPC has the obligation as an MPO, RTPO, and TMA to develop a Unified Planning Work Program (UPWP); and

WHEREAS, the UPWP is a required document describing how federal and state funds will be used for transportation planning purposes in the Thurston region.

NOW, THEREFORE BE IT RESOLVED BY THE THURSTON REGIONAL PLANNING COUNCIL:

THAT the scope, content, budget, and funding sources of the State Fiscal Year 2026 Unified Planning Work Program be approved as per the attachment with the understanding that minor changes may be required following State review; and

THAT the Regional Transportation Improvement Program be amended to secure the federal Surface Transportation Program Block Grant funds necessary to undertake the State Fiscal Year 2026 Regional Transportation Planning Priorities as described in the Unified Planning Work Program; and

THAT any local match will be finalized through the TRPC budget process; and

THAT the Executive Director is authorized to file the necessary applications and execute contracts with the WSDOT upon completion of legal reviews.

Adopted this 6<sup>th</sup> day of June 2025.

ATTEST:



Allison Osterberg  
Interim Executive Director



Robin Vazquez, Chair  
Thurston Regional Planning Council

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## **Title VI Notice**

Thurston Regional Planning Council (TRPC) hereby gives public notice that it is the agency's policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI requires that no person shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Federal Highway Aid (FHWA) program or other activity for which TRPC receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with TRPC. Any such complaint must be in writing and filed with the TRPC's Title VI Coordinator within one hundred and eighty (180) days following the date of the alleged discriminatory occurrence.

## **Americans with Disabilities Act (ADA) Information**

Materials can be provided in alternate formats by contacting the Thurston Regional Planning Council at 360.956.7575 or email [info@trpc.org](mailto:info@trpc.org).

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## **PREFACE**

Regional transportation planning is the process of looking at the transportation system as a whole, without regard to jurisdiction or travel mode. The goal is to make decisions that – over time – result in more access, more choices, a resilient economy, and a more sustainable relationship with our natural and social environment. Elements of regional transportation planning include:

- Coordinating among jurisdictions, residents, businesses, and other interests to identify a direction for the region’s transportation system and then maintaining a course to get there.
- Exploring issues and opportunities and evaluating the consequences of choices both large and small.
- Collaborating and communicating among diverse and seemingly unrelated organizations with a common interest in transportation and livable communities.
- Weighing alternatives and prioritizing among important and sometimes competing options, making difficult decisions, and at times, reconsidering a decision based on updated information.
- Answering questions that often lead to more questions.
- Looking at transportation and seeing not just cars and buses, but community livability, environmental quality, social equity, financial responsibility, economic vitality – across whole generations.

The Thurston region has a long-standing commitment to coordinated, comprehensive transportation planning. This region has traditionally gone above and beyond the mandates required by federal and state law, dedicating its own resources and securing additional revenues to tackle those issues that are a high priority for the people of Thurston County, and which are essential to maintaining a high quality of life in the region.

This document details how this region complies with its federal and state mandates and includes discussion of other efforts that help this region make progress on its near- and long-term goals. Readers interested in this region’s transportation activities are encouraged to visit the TRPC website at [www.trpc.org](http://www.trpc.org) for additional information.

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## BACKGROUND

The Unified Planning Work Program (UPWP) is a required document describing how federal and state funds will be used for transportation planning purposes. As the Metropolitan Planning Organization (MPO), the Transportation Management Area (TMA), and the Regional Transportation Planning Organization (RTPO) for the Thurston region, Thurston Regional Planning Council (TRPC) receives funds that are intended to help ensure a continuous, cooperative, and comprehensive regional transportation planning process. Both federal and state laws govern how these funds are to be used and reported.

### Federal Metropolitan Planning Organization (MPO)

TRPC is the federally designated Metropolitan Planning Organization (MPO) in Thurston County, Washington. The purpose of an MPO is to encourage and promote the safe and efficient management, operation, and development of the transportation system that will:

- Serve the mobility needs of people and freight;
- Foster economic growth and development;
- Better connect housing and employment;
- Take into consideration resiliency needs; and
- Minimize transportation-related fuel consumption and air pollution ([23 USC Section 134](#)).

Lead planning agencies receive dedicated Federal Highway Funds known as Title 23 USC Planning Funds (PL) and transit planning funds known as Title 49 USC Section 53 Metropolitan Planning Funds (5303) to carry out their transportation programs. Reporting requirements for Federal Highway funds are explained in [23 CFR 420.111](#). In addition, Surface Transportation Block Grant (STBG) funds used for eligible planning purposes must be identified separately in the UPWP ([23 CFR 420.119\(e\)](#)).

Federal PL and 5303 funds are allocated through the Washington State Department of Transportation (WSDOT) as a Consolidated Planning Grant (CPG) based on a formula described in [23 CFR 450.308](#). Funding is distributed on an annual basis tied to each MPO's annual Unified Planning Work Program (UPWP). STBG planning funds are allocated through TRPC's Council.

Agencies participating as members of the MPO include the Confederated Tribes of the Chehalis Reservation, the Nisqually Indian Tribe, the cities of Lacey, Olympia, Tumwater, Rainier, Tenino, and Yelm, the Town of Bucoda, Thurston County, Intercity Transit, and WSDOT.

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) provide joint guidance on priority work program emphasis areas for MPOs. The MPO focuses on compliance with the 10 federal planning factors identified in [23 USC §134](#) and [23 CFR §450](#), listed below:

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 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 operations.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

### **Federal Transportation Management Area (TMA)**

TRPC is also federally designated a Transportation Management Area. Transportation plans and programs within a TMA must be based on a continuing and comprehensive transportation planning process carried out by the MPO in cooperation with the State and transit operators ([23 USC 5303\(k\)](#)). The transportation planning process must include a congestion management process to effectively manage and operate the transportation system on a regional scale. TRPC established its congestion management process on November 1, 2024.

To ensure the MPO's planning processes are being carried out consistent with federal law, the FHWA and the FTA must certify the transportation planning process at least once every four years. TRPC's first certification is due no later than June 5, 2027.

### **State Regional Transportation Planning Organization (RTPO)**

In addition to its status as an MPO, TRPC is also the state-designated Regional Transportation Planning Organization (RTPO) for Thurston County. One of the purposes of an RTPO is to see that provisions of the Washington State Growth Management Act ([RCW 47.80.023](#)), as further defined under Washington Administrative Code ([WAC Section 468.86](#)), are met.

WSDOT directly appropriates funding for the RTPO to carry out the regional transportation planning program.

The regional transportation planning program is meant to foster an ongoing transportation planning and decision-making process that actively plans for the improvement of regional transportation systems and coordinates this process among jurisdictions. Intended to be integral to local and regional growth management efforts, state laws stipulate that regional planning should adhere to the following principles ([WAC 46.86.090](#)):

1. Build upon applicable portions of local comprehensive plans and processes and promote the establishment of a regional perspective into local comprehensive plans.
2. Encourage partnerships between federal, state, local, and tribal governments, special districts, the private sector, the general public, and other interest groups during conception, technical analysis, policy development, and decision processes in developing, updating, and maintaining the Regional Transportation Plan.
3. Ensure early and continuous public involvement from conceptual planning through decision-making.

4. Be an on-going process and incorporate short- and long-range multimodal planning activities to address major capacity expansion and operational improvements to the regional transportation system.
5. Use regionally coordinated, valid and consistent technical methods and data to identify and analyze needs.
6. Consider environmental impacts related to the development of regional transportation policies and facilities.
7. Address the policies regarding the coordination of transportation planning among regional jurisdictions, including the relationship between regional transportation planning, local comprehensive planning, and state transportation planning.

Within these principles, regions develop their own on-going planning process for developing and refining the regional transportation plan. Regions also provide a forum for discussing regional transportation planning issues.

State law stipulates that public investments in transportation should support achievement of these policy goals ([RCW 47.04.280](#)):

- **Preservation:** To maintain, preserve, and extend the life and utility of prior investments in transportation systems and services, including the state ferry system;
- **Safety:** To provide for and improve the safety and security of transportation customers and the transportation system;
- **Stewardship:** To continuously improve the quality, effectiveness, resilience, and efficiency of the transportation system;
- **Mobility:** To improve the predictable movement of goods and people throughout Washington state, including congestion relief and improved freight mobility;
- **Economic vitality:** To promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy; and
- **Environment:** To enhance Washington's quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment.

TRPC uses state transportation planning funding to help implement locally and regionally adopted plans that support the State's Growth Management Act.

## Federal and State Requirements

Each year FHWA, FTA, and WSDOT provide guidance to TRPC for the development of the UPWP. This year's guidance identified the tasks listed in the following table.

Task	State (RTPO)	Federal (MPO)	Federal (TMA)
Program Administration	√	√	√
Unified Planning Work Program	√	√	√
Annual Performance and Expenditure Report	√	√	√
Public Participation/Education	√	√	√
Tribal Involvement	√	√	√
Invite federally recognized tribes that hold reservation or trust land within the planning area to become voting members of the organization	√		
Title VI Plan and Reporting	√	√	√
Coordinated Public Transportation – Human Services Transportation Plan	√		
Transportation Improvement Program	√	√	√
Annual Self-Certification		√	√
Annual Listing of Obligated Projects		√	√
Long-Range Transportation Plan	√	√	√
Biennial RTP Review	√		
Coordination with Other Planning Organizations	√	√	√
Comprehensive Plan and Countywide Planning Policy Certification	√		
Transportation Performance Management		√	√
Congestion Management Process			√
USDOT TMA Certification Review (4-year cycle)			√
Work identified to address corrective actions/recommendations from TMA certification reviews			√

### Federal and State Emphasis Areas

FHWA, FTA, and WSDOT typically identify additional factors they would like to see addressed within the regional transportation planning program.

Federal Emphasis Areas from FHWA and FTA are not available at this time.

State emphasis areas include:

- **Administrative**, including working with WSDOT to assess, analyze, and potentially adjust the duties of RTPOs; ensuring governing documents are posted online; and improving processes so that they are more inclusive of underrepresented groups.
- **Planning collaboration**, including but not limited to:
  - Certifying that the transportation elements of local comprehensive plans are consistent with the adopted regional transportation plan;
  - Coordinating with WSDOT on implementing new requirements for vehicle miles travel reduction, land use/housing, and multimodal level of service;
  - Coordinating with WSDOT on updates to the Statewide Multimodal Transportation Plan, the Statewide Public Transportation Plan, the State Rail Plan, and the State Freight Plan; and
  - Supporting WSDOT and local agencies on the Sandy Williams Connecting Communities program and on the comprehensive plan update process.
- **Federal functional classification update.**
- **Transportation asset management plan reporting**, including working with local agencies to develop estimates for bridge and pavement preservation and maintenance needs for locally owned roadways on the National Highway System.

### Regional Planning Priorities

TRPC's [strategic plan for 2024-2028](#) sets out the agency's vision, mission, and values. TRPC's planning priorities for 2024-2028 are to:

- **Move People and Goods**
  1. Preserve the region's existing transportation system, make strategic system investments, improve safety, and expand multimodal transportation options, including vehicle trip reduction.
  2. Scope and implement transportation work holistically – incorporating land use, climate change, diversity, equity, inclusion, and belonging, and sustainability.
- **Foster Sustainable Growth**
  3. Preserve the Thurston region as a livable, healthy, & sustainable region.
- **Collaborate Regionally**
  4. Support member organizations and other partners' efforts to tackle cross jurisdiction issues.
- **Inform and Engage Community**
  5. Actively use and promote TRPC's data, mapping, modeling, and planning to inform decision-makers and others about issues that relate to TRPC's Vision, Mission, and Values.
  6. Foster ongoing, meaningful relationships with members, partners, community groups, and community leaders to help ensure that TRPC's work adequately reflects the needs and input of all Thurston region residents.
- **Enhance Agency Functions**
  7. Create a work environment that attracts and retains a highly qualified staff that is adequately resourced to conduct innovative and high-quality planning, data, modeling, convening, and informing.

## **Budget**

The budget identifies the following items:

- Expected revenues by fund type
- Planned expenditures by fund type
- Federal funds rolled over from the previous year
- Fund sources being used as match to federal funds
- Other federal funding used for transportation planning.
- Surface Transportation Block Grant funds used to supplement the UPWP program

## **Other Multijurisdictional or Local Planning Projects**

The Council also approves planning projects as part of the competitive process for STBG funds. On occasion, a local jurisdiction or consortium of local jurisdictions asks TRPC to lead a planning project on their behalf. These projects are noted in the UPWP.

## **Adoption Process**

The UPWP is a one-year document based on the July 1<sup>st</sup> to June 30<sup>th</sup> state fiscal year (SFY). Each spring (third quarter of the SFY), TRPC develops and submits a new UPWP for state and federal review for implementation at the beginning of the next state fiscal year. As the federally designated MPO for Thurston County, TRPC is responsible for preparing the

UPWP. TRPC develops the UPWP through a collaborative process involving TRPC member jurisdictions, Intercity Transit, WSDOT Olympic Region staff, and WSDOT Tribal and Regional Integrated Planning staff.

The following is the schedule and major milestones for the UPWP’s development and adoption:

<b>Task or Milestone</b>	<b>Date</b>
TAC Review of draft UPWP	April 3, 2025
Federal and State Partner Review of draft UPWP	March 27, 2025
TPB Review of draft UPWP	April 9, 2025
TRPC 1 <sup>st</sup> Review of draft UPWP	May 2, 2025
TRPC Action on UPWP	June 6, 2025
UPWP goes into effect	July 1, 2025

**Revision Process**

Federal and state funding presented in this UPWP is an estimate. Timing of funding availability is difficult to predict; often emerging issues become critical issues; and lack of available funding may lead to changes to the work program over the course of the state fiscal year. For that reason, there is a great deal of flexibility needed when implementing the tasks within the UPWP.

**Administrative Modifications**

The UPWP may be amended when minor revisions occur, including a change in the transportation work program’s budget when the change is less than 25 percent of the budget. Changes related to funding source billings are considered minor and therefore treated as administrative modifications.

Administrative modifications do not need to be approved by Thurston Regional Planning Council prior to being submitted to WSDOT.

**Amendments**

The UPWP must be amended when substantive changes occur, including under the following circumstances:

- a. A 25 percent or greater increase in total Professional Services expenses;
- b. A 25 percent or greater increase in the transportation work program’s budget;
- c. A new work program task is identified; or
- d. WSDOT requests an amendment for another substantive reason.

Amendments must be approved by Thurston Regional Planning Council prior to being submitted to WSDOT for state and federal approval.

## Description of the Region

The regional transportation planning activities described in this UPWP cover a single-county region defined by the boundaries of Thurston County, Washington. This fast-growing region, which is also the seat of state government, is located along the southernmost reaches of Puget Sound. It is bordered by the counties of Pierce, Mason, Lewis and Grays Harbor (Figure 1).

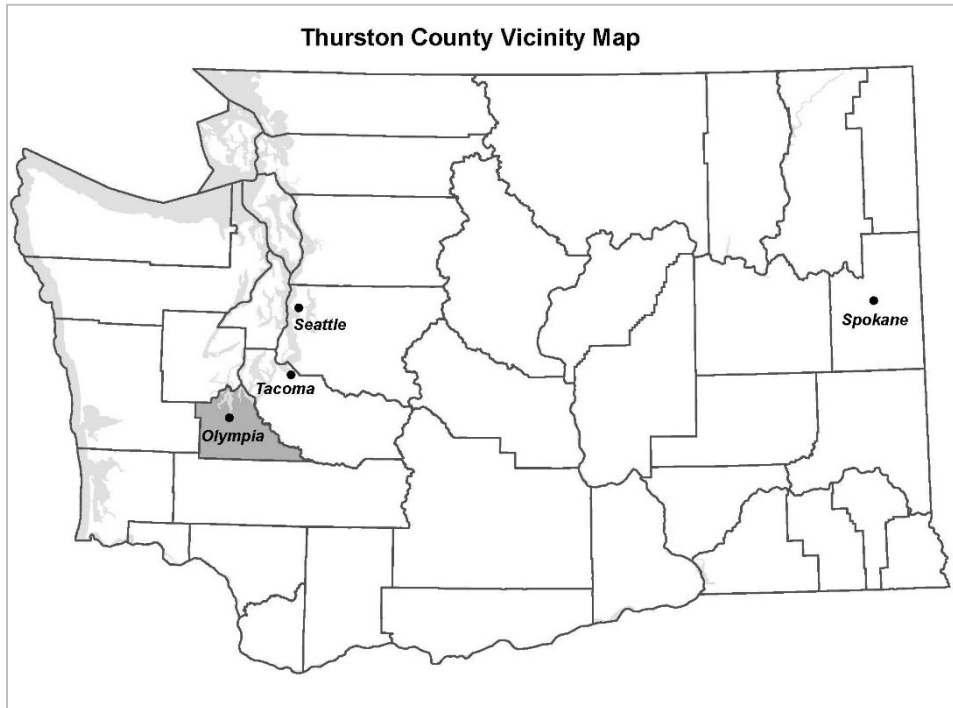


Figure 1: Thurston County Vicinity Map.

Thurston County is the physical link between the Seattle-Tacoma metropolitan region to the northeast and the rural regions to the south and west. The state's most important passenger and freight highway, Interstate 5, runs roughly north/south in Thurston County through the heart of the region's metropolitan area where it intersects an east/west highway of statewide significance, US 101.

The MPO (Figure 2), TMA, and RTPO boundaries encompass all of Thurston County. According to 2024 population estimates from the state Office of Financial Management, approximately 307,000 people live in Thurston County.

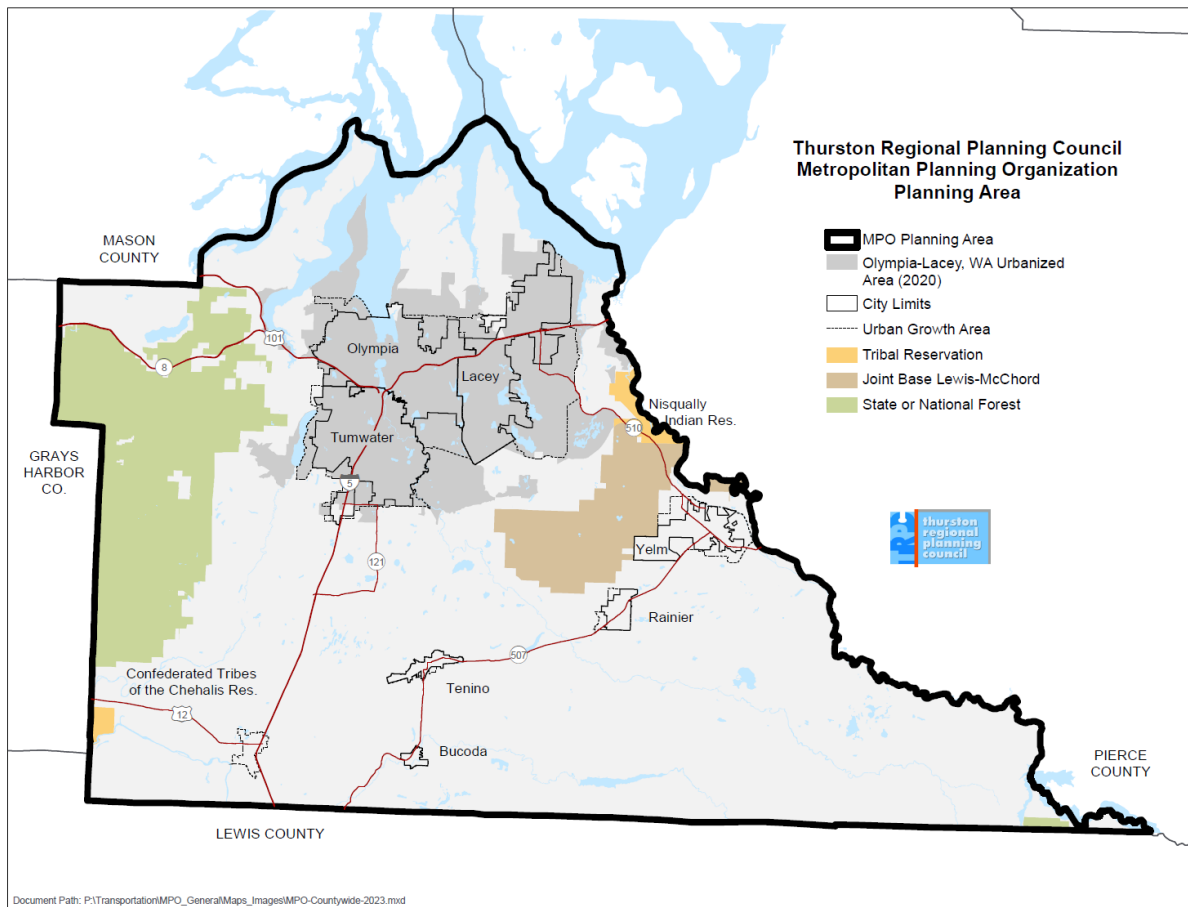


Figure 2: Metropolitan Planning Area.

## Metropolitan Planning Organization/Regional Transportation Planning Organization Structure

TRPC is governed by a 23-member intergovernmental council. Council membership includes:

- The cities of Lacey, Olympia, Rainier, Tenino, Tumwater and Yelm;
- The town of Bucoda;
- Thurston County;
- The Nisqually Indian Tribe and the Confederated Tribes of the Chehalis Reservation;
- Intercity Transit;
- North Thurston, Olympia, and Tumwater school districts;
- The LOTT Clean Water Alliance (the Lacey, Olympia, Tumwater, Thurston County wastewater and reclaimed water partnership);
- Thurston County Public Utility District #1;
- and the Port of Olympia; and
- Six associate members:
  - The Evergreen State College;
  - Timberland Regional Library;
  - Lacey Fire District #3;
  - Economic Development Council of Thurston County;
  - Thurston Conservation District; and
  - Puget Sound Regional Council (PSRC).

As authorized by the State of Washington (RCW 47.80), in 1991 TRPC established a Transportation Policy Board (TPB) to serve as an advisory body on transportation policy issues relevant to TRPC in its role as the MPO/RTPO. The TPB membership consists of representatives from Council full members and representatives from Washington State Department of Transportation Regional Office, up to three representatives of major employers or businesses, one emeritus representative, two community representatives, and one state agency representative. State law requires that the region's entire state legislative delegation serve as ex officio non-voting members of the TPB (Districts 2, 20, 22, and 35).

The Technical Advisory Committee (TAC) advises both Council and TPB on technical issues. The TAC is comprised of planning and engineering staff from TRPC member jurisdictions and the Washington State Department of Transportation. In addition, TRPC establishes ad hoc task forces or other as-needed stakeholder groups to provide further advisory capacity on specific issues as authorized by the Council. Previous advisory committees have included a Trails Advisory Committee, the Urban Corridors Task Force, Population and Employment Forecast Advisory Committee, and the Healthy Kids/Safe Streets Action Plan Team.

For calendar year 2025 TRPC, TPB, and TAC member rosters, see Appendix C.

### **Lobbying Activities**

TRPC does not use federal or state funds to support lobbying activities. If any lobbying activities were to occur in relation to official agency business, TRPC will use local funds from regional assessments, and will file required certification and disclosure forms in accordance with Title 23, Title 49, and RCW 42.17A.635.

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## **TRPC TRANSPORTATION WORK PROGRAM**

### **Overview and Budget**

**Overview:** TRPC’s work program includes a combination of required federal and state programs, and work program priorities identified by the Transportation Policy Board and Council. At least 2.5% of metropolitan planning funds must be used for safe and accessible transportation activities. TRPC utilizes at least 2.5% of its metropolitan planning funds to participate in and support the following activities:

- Commute trip reduction
- Pedestrian and bicycle facilities planning
- Trails planning
- School-based nonmotorized transportation activities like October’s International Walk to School Month
- Maintaining the region’s bicycle map and school walking route maps

### **Funding Sources:**

Funding sources include distributions from Federal Highway Administration, Federal Transit Administration, and State Regional Transportation Planning Organization (RTPO) planning funds, as well as local match.

Additional funding from the Surface Transportation Block Grant (STBG) program is authorized by Thurston Regional Planning Council annually through the development of the Unified Planning Work Program. Toll credits are used as the local match.

SFY 26 STBG request: \$750,000

### **Work Performed by:**

TRPC, in partnership with Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Tribes, Washington State Department of Transportation (WSDOT), Intercity Transit, and local jurisdictions.

*SFY 2026 Estimated Revenue*

Work Element	Carryover CPG Funds		SFY 26 CPG Funds		WSDOT	FHWA thru WSDOT*	Total Revenue
	CPG Funds	TRPC Match 13.5%	CPG Funds	TRPC Match 13.5%	RTPO Funds	STBG	
1. Program Management	\$98,579	\$15,385	\$83,131	\$12,974	\$17,893	\$210,038	<b>\$438,000</b>
2. Project Programming and Tracking	\$46,364	\$7,236	\$39,098	\$6,102	\$8,415	\$98,785	<b>\$206,000</b>
3. Ongoing Multimodal Transportation Planning <sup>†</sup>	\$75,622	\$11,802	\$63,772	\$9,953	\$13,726	\$161,125	<b>\$336,000</b>
4. Data Collection, Analysis, and Forecasting <sup>†</sup>	\$126,487	\$19,741	\$106,666	\$16,647	\$22,958	\$269,501	<b>\$562,000</b>
5. Major Initiatives	\$4,951	\$773	\$4,176	\$652	\$899	\$10,550	<b>\$22,000</b>
6. Reserve and Carryover	\$0	\$0	\$355,916	\$55,548	\$130,000	\$0	<b>\$541,464</b>
<b>Total</b>	<b>\$352,003</b>	<b>\$54,937</b>	<b>\$652,758</b>	<b>\$101,876</b>	<b>\$193,891</b>	<b>\$750,000</b>	<b>\$2,105,464</b>

\*Toll credits are used as 13.5% local match

<sup>†</sup>The [Bipartisan Infrastructure Law of 2021](#) requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)]. The MPO certifies this activity meets this requirement.

- CPG Consolidated Planning Grant
- FHWA Federal Highway Administration
- RTPO Regional Transportation Planning Organization
- STBG Surface Transportation Block Grant
- TRPC Thurston Regional Planning Council
- WSDOT Washington State Department of Transportation

*SFY 2026 Estimated Expenses*

<b>Work Element</b>	<b>TRPC Agency Staff</b>	<b>Travel and Training</b>	<b>Supplies, Materials, Printing, Software</b>	<b>Legal Notices</b>	<b>Professional Services</b>	<b>Flexible</b>	<b>Total</b>
1. Program Management	\$412,900	\$14,100	\$8,700	\$500	\$1,800	\$0	<b>\$438,000</b>
2. Project Programming and Tracking	\$206,000	\$0	\$0	\$0	\$0	\$0	<b>\$206,000</b>
3. Ongoing Multimodal Transportation Planning	\$336,000	\$0	\$0	\$0	\$0	\$0	<b>\$336,000</b>
4. Data Collection, Analysis, and Forecasting	\$562,000	\$0	\$0	\$0	\$0	\$0	<b>\$562,000</b>
5. Major Initiatives	\$22,000	\$0	\$0	\$0	\$0	\$0	<b>\$22,000</b>
6. Reserve and Carryover	\$0	\$0	\$0	\$0	\$0	\$541,464	<b>\$541,464</b>
<b>Total</b>	<b>\$1,538,900</b>	<b>\$14,100</b>	<b>\$8,700</b>	<b>\$500</b>	<b>\$1,800</b>	<b>\$541,464</b>	<b>\$2,105,464</b>

*Consultants/Professional Services anticipated:*

1. Program Management: Advertising services. (\$300)
2. Reserve and Carryover: Flexible funding to provide additional consultant support or data subscriptions.

## Work Program Elements

### 1. Program Management

Program management is a core function that provides program fund management, and the administrative and technology support required to manage and coordinate the overall MPO, TMA, and RTPO transportation planning program.

#### Tasks:

* = Deliverable; X = Deliverable due	2025		2026	
	3rd QTR	4th QTR	1st QTR	2nd QTR
<b>1.1. Administration</b>				
Perform general program management and supervisory functions. (ongoing)				
*Correspondence. (ongoing)	X	X	X	X
Develop budget and staffing patterns. (twice a year)				
*Calendar year budget and staffing plan. (December)		X		
*State fiscal year UPWP budget and staffing plan. (June)				X
Monitor and adjust budget, as necessary. (ongoing)				
*Accounting summaries. (monthly)	X	X	X	X
Execute mandated accounting activities, including program accounting, financial documentation, and development of annual indirect cost plan. (ongoing)				
*Billing/progress reports for WSDOT Planning Office. (monthly)	X	X	X	X
*Annual Indirect Cost Plan. (May)				X
Participate in state and federal program audits. (as needed)				
*Annual program audits. (as scheduled; typically 2nd or 3rd quarter)				X
Transportation Policy Board Retreat. (as needed)				
Comply with Title VI requirements. (ongoing)				
*Update Title VI Plan. (every 3 years; next is August 2025)	X			
Comply with federal certification requirements. (ongoing)				
Participate in the certification review conducted by FHWA and FTA. (every 4 years; next is 2027)				
<b>1.2. Support and Maintain Programs</b>				
Provide management and administrative support to the Thurston Regional Planning Council, Transportation Policy Board, Technical Advisory Committee and any subcommittees as may be established by these bodies. (ongoing)				
*Meeting packets and presentation materials, on-line meeting materials, official meeting records. (monthly, as needed)	X	X	X	X
*Invitation to Squaxin Island Tribe to join TRPC (every 2 years; next is June 2027)				
Maintain hardware and software necessary to ensure consistency between UPWP program requirements and the overall agency technical strategy. (ongoing)				
*Functioning hardware and software to support program requirements. (ongoing)	X	X	X	X
<b>1.3. Manage Personnel</b>				
Manage planning, GIS, and modeling personnel. (ongoing)				
*Personnel evaluations. (as needed)	X	X	X	X
Recruit and train staff. (as needed)				

* = Deliverable; X = Deliverable due	2025		2026	
	3rd QTR	4th QTR	1st QTR	2nd QTR
<b>1.4. Develop UPWP</b>				
Develop SFY 2027 UPWP and coordinate review. (annually)				
*SFY 2027 UPWP. (June)				X
*Amend adopted UPWP. (as needed)				
UPWP amendments. (as needed)				
Integrate UPWP into TRPC annual work program. (annually)				
Develop other agreements. (as needed)				
<b>1.5. Complete Required Reporting</b>				
*SFY 2025 UPWP Annual Performance and Expenditures report. (September)	X			
*Annual self-certification. (October)		X		
*Title VI annual report (November)		X		
*TA annual report. (January)			X	
*CMAQ annual report. (January)			X	
<b>1.6. Direct Costs</b>				
Costs for transportation modeling software, traffic management software maintenance, printing and mailing services, legal advertisements, conferences, light meeting refreshments, training, etc. (ongoing)				

**Deliverables:**

- a. Correspondence. (ongoing)
- b. Calendar year budget and staffing plan. (December)
- c. State fiscal year UPWP budget and staffing plan. (June)
- d. Accounting summaries. (monthly)
- e. Billing/progress reports for WSDOT Planning Office. (monthly)
- f. Annual Indirect Cost Plan. (May)
- g. Annual program audits. (as scheduled; typically 2nd or 3rd quarter)
- h. Update Title VI Plan. (every 3 years; next is August 2025)
- i. Meeting packets and presentation materials, on-line meeting materials, official meeting records. (monthly, as needed)
- j. Invitation to Squaxin Island Tribe to join TRPC (every 2 years; next is June 2027)
- k. Functioning hardware and software to support program requirements. (ongoing)
- l. Personnel evaluations. (as needed)
- m. SFY 2027 UPWP. (June)
- n. Amend adopted UPWP. (as needed)
- o. SFY 2025 UPWP Annual Performance and Expenditures report. (September)
- p. Annual self-certification. (October)
- q. Title VI annual report (November)
- r. TA annual report. (January)
- s. CMAQ annual report. (January)

**Level of Effort Breakdown:**

<b>1. Program Management</b>	<b>\$438,000</b>
1.1. Administration	\$103,225
1.2. Support and Maintain Programs	\$103,225
1.3. Manage Personnel	\$165,160
1.4. Develop UPWP	\$30,968
1.5. Complete Required Reporting	\$10,323
1.6. Direct Costs	\$25,100

**2. Project Programming and Tracking**

A required function of the MPO and TMA is to program and track federal funds and projects, manage the congestion management process, maintain the regional transportation plan, and manage federally required performance measures.

**Tasks:**

	2025		2026	
	3rd QTR	4th QTR	1st QTR	2nd QTR
<b>* = Deliverable; X = Deliverable due</b>				
<b>2.1. Program Federal Funding</b>				
Develop and maintain funding criteria. (as needed)				
Program federal STBG, Transportation Alternatives (TA), Carbon Reduction Program (CRP) and Congestion Mitigation Air Quality (CMAQ) funds. (as needed; typically every other year)				
Provide support to comply with federal and state requirements on the use of these funds, including reprogramming. (ongoing, as needed)				
<b>2.2. Track Federal Funding Obligations</b>				
Work with the state to determine available obligation authority. (annually)				
Coordinate with funding recipients to ensure timely obligation of funds. (ongoing)				
Track and report on funded projects through project completion. (ongoing)				
<b>2.3. Manage Regional Transportation Improvement Program (RTIP)</b>				
Develop and maintain a four-year Regional Transportation Improvement Program. (annually)				
*Four-year RTIP (October)		X		
*Administrative modifications and amendments (as necessary)	X	X	X	X
Develop a compilation of planned projects submitted by local jurisdictions and drawn from their six-year Transportation Improvement Programs. (annually)				
*Compilation of planned projects drawn from Six-year TIPs (October)		X		
*Annual Listing of Obligated Projects. (March)			X	
<b>2.4. Manage Congestion Management Process (CMP)</b>				
Track congestion performance measures. (ongoing)				
*CMP monitoring report (July; next is 2026)				
*System congestion report (every 5 years in July; next is 2026)				
*CMP updates (as needed)				

	2025		2026	
	3rd QTR	4th QTR	1st QTR	2nd QTR
* = Deliverable; X = Deliverable due				
<b>2.5. Maintain the Regional Transportation Plan</b>				
*Biennial RTP review. (next is 2027/2028)				
*5-year RTP update. (every 5 years; next is July 2025)				
	X			
<b>2.6. Manage Federally Required Performance Measures</b>				
Report on performance measures. (as needed)				
*Update performance measures. (as needed)				
			X	X
Conduct analysis based on performance measure monitoring. (as needed)				

**Deliverables:**

- a. Four-year RTIP (October)
- b. Administrative modifications and amendments (as necessary)
- c. Compilation of planned projects drawn from Six-year TIPs (October)
- d. Annual Listing of Obligated Projects. (March)
- e. CMP monitoring report (July; next is 2026)
- f. System congestion report (every 5 years in July; next is 2026)
- g. CMP updates (as needed)
- h. Biennial RTP review. (next is 2027/2028)
- i. 5-year RTP update. (every 5 years; next is July 2025)
- j. Update performance measures (as needed)

**Level of Effort Breakdown:**

<b>2. Project Programming and Tracking</b>	<b>\$206,000</b>
2.1. Program Federal Funding	\$41,200
2.2. Track Federal Funding Obligations	\$41,200
2.3. Manage Regional Transportation Improvement Program	\$92,700
2.4. Manage Congestion Management Process	\$20,600
2.5. Maintain the Regional Transportation Plan	\$5,150
2.6. Manage Federally Required Performance Measures	\$5,150

### 3. Ongoing Multimodal Transportation Planning and Outreach

TRPC must comply with other state and federal transportation planning requirements. These requirements include the activities to be funded with specific state and federal planning revenues intended to help ensure a continuous, cooperative, and comprehensive planning process.

**Tasks:**

	2025		2026	
	3rd QTR	4th QTR	1st QTR	2nd QTR
<b>* = Deliverable; X = Deliverable due</b>				
<b>3.1. Coordinate with Tribal, Local, State, and Federal Agencies</b>				
Participate in activities of the MPO/RTPO Coordinating Committee. (ongoing)				
Participate in the activities of the Association of Metropolitan Planning Organizations. (ongoing)				
Participate in State planning activities, including Commute Trip Reduction/Transportation Demand Management activities, the Cascadia High Speed Rail and I-5 program, corridor studies, plan alignment workgroup, and statewide plan workgroups. (as needed)				
Participate in Federal planning activities. (as needed)				
Respond to requests for information from State and Federal partners. (as needed)				
Consult with tribal partners and invite participation in planning activities. (ongoing)				
Consult with federal partners. (ongoing)				
Provide local agency support and inter-regional coordination. This includes participating in numerous local and regional study efforts and activities, providing planning and technical support to partners, and undertaking other activities that support the planning and implementation efforts of TRPC's partners. (ongoing)				
Support public transportation by participating with Intercity Transit on special studies, planning efforts, and other projects as requested, and through communication and coordination with other transit agencies as appropriate. (ongoing)				
Review local agency plans and policies, including compliance with Growth Management Act requirements and comprehensive plan reviews and certifications. (ongoing, as needed)				
Provide support in local plan development and implementation. (ongoing, as needed)				
Review county-wide planning policies. (as needed)				
<b>3.2. Conduct Communications and Outreach</b>				
Manage communication and outreach efforts related to TRPC's transportation work program, including updating the website and social media accounts, conducting surveys, and providing information and briefings. (ongoing)				
Conduct public education and outreach as appropriate for planning and programming activities, including maintaining a web and social media presence for project-specific needs. (ongoing)				
Respond to inquiries from the public and the media. (ongoing)				
<b>3.3. Maintain General Compliance</b>				
Monitor, evaluate, and respond to federal transportation legislation and its potential implications for the region. (ongoing)				
Monitor, evaluate, and respond to state transportation legislation and its potential implications for the region. (ongoing)				
Update Freight and Goods Classification. (every 2 years; next is 2027)				

* = Deliverable; X = Deliverable due	2025		2026	
	3rd QTR	4th QTR	1st QTR	2nd QTR
<b>3.4. Participate in General Planning Activities</b>				
Multimodal and Demand Management Activities. Includes participation in, and support of, a variety of activities related to multimodal transportation, including commute trip reduction, pedestrian and bicycle facilities planning, trails planning, and school-based nonmotorized transportation activities like October's International Walk to School Month. Includes maintaining the region's bicycle map and school walking route maps. (ongoing)				
Safety and Security. Includes activities related to the safety and resiliency of our transportation network, including emergency planning efforts, achieving Target Zero, and addressing safety for vulnerable users. (ongoing)				
Land Use and Transportation Integrated Planning. Includes activities relating to urban centers and corridors, and neighborhood centers, such as convening the Urban Corridors Task Force. May include evaluating long-term effects of COVID-19 and resulting potential increase in telework/flexible schedules on land use patterns and transportation behaviors. (ongoing)				
Continue to Integrate Equity into Transportation Decision Making. Includes continuing to explore and formalize procedures to implement equity into transportation decision making. (ongoing)				
I-5 Planning Projects. Includes participation in, and working on, a variety of planning studies around the I-5 Corridor, including participating in technical and planning efforts for the I-5 Tumwater to Mounts Road Study Planning and National Environmental Policy Act (NEPA) review. (as needed)				
Maintain Regional Plans. Includes amending, reviewing, updating, and scoping regional plans. (as needed)				
Emerging technologies. Support planning activities concerning emerging technologies and broadband. (as needed)				
Climate Change. Support planning activities concerning climate change and strategies to reduce transportation-related greenhouse gas emissions and vehicle miles traveled. (as needed)				
<b>3.5. Review Urban Areas and Roadway Functional Classification</b>				
Participate in urbanized area review. (every 10 years)				
Review federal functional classification of the region's road network. (every 10 years)				
*Update Federal Functional Classification system. (as needed)				
Monitor and review other Census 2020 products as available. (as needed)				
<b>3.6. Coordinate Transportation Asset Management Reporting for NHS Roads and Bridges</b>				
Participate in transportation asset management reporting. (every 4 years; next is 2025)				
*Coordinate reporting for preservation and maintenance needs/planned spending for NHS roads and bridges. (every 4 years; next is 2025)		X		
<b>3.7. Coordinate Freight and Goods Classification Reporting</b>				
Participate in freight and goods classification reporting. (every 2 years; next is 2027)				
*Coordinate reporting for freight and goods classification. (every 2 years; next is 2027)				

	2025		2026	
	3rd QTR	4th QTR	1st QTR	2nd QTR
* = Deliverable; X = Deliverable due				
<b>3.8. Support Regional Trails Planning Efforts</b>				
Support planning activities concerning establishing a trails planning workgroup, holding an annual trails meeting, and updating the trails plan every five years (as needed).				
Respond to Council and TPB requests regarding trails planning efforts (as needed).				
<b>3.9. Professional Development and Training</b>				
Acquire the necessary training and professional development to effectively carry out state and federal transportation planning requirements. (ongoing)				
<b>3.10. Provide Planning Support</b>				
Provide planning support for ongoing local and regional plans and programs including targeted web sites, household travel surveys, and other transportation studies. (as needed)				
Support commute trip reduction/transportation demand management program activities such as efforts to increase telework and flexible work hours on the state's capitol campus and to support hybrid work environments throughout the region. (as needed)				
Update and maintain the region's bicycle map, ensure the web site is updated regularly, and make print copies available and distribute as needed. (on-going)				
Provide support for issues related to transportation planning that emerge throughout the state fiscal year. (as needed)				

**Deliverables:**

- a. Update Federal Functional Classification system. (as needed)
- b. Coordinate reporting for preservation and maintenance needs/planned spending for NHS roads and bridges. (every 4 years; next is 2025)
- c. Coordinate reporting for freight and goods classification. (every 2 years; next is 2027).

**Level of Effort Breakdown:**

<b>3. On-going Multimodal Transportation Planning and Outreach</b>	<b>\$336,000</b>
3.1. Coordinate with Tribal, Local, State, and Federal Agencies	\$81,900
3.2. Conduct Communications and Outreach	\$20,475
3.3. Maintain General Compliance	\$40,950
3.4. Participate in General Planning Activities	\$95,550
3.5. Review Urban Areas and Roadway Functional Classification	\$13,650
3.6. Review Transportation Asset Management for NHS Roads and Bridges	\$13,650
3.7. Coordinate Freight and Goods Classification Reporting	\$0
3.8. Support Regional Trails Planning Efforts	\$6,825
3.9. Professional Development and Training	\$15,000
3.10. Provide Planning Support	\$48,000

**4. Data Collection, Analysis, and Forecasting**

TRPC’s planning and required functions are supported by robust data collection, analysis, and forecasting activities.

**Tasks:**

	2025		2026	
	3rd QTR	4th QTR	1st QTR	2nd QTR
<b>* = Deliverable; X = Deliverable due</b>				
<b>4.1. Provide GIS and Transportation Modeling Support</b>				
Maintain the regional transportation models. (ongoing)				
Explore new modeling technologies and data inputs. (ongoing)				
Respond to requests from partners. (as needed)				
Contract for on-call consultant modeling support services. (as needed)				
<b>4.2. Manage Data</b>				
Collect and manage traffic counts. (as needed)				
Purchase origin and destination data, or conduct an origin and destination study, to support additional data collection for future update of the travel demand model. (as needed)				
Collect other types of transportation data such as survey data. (as needed)				
Maintain and update Geographic Information System (GIS) data layers. (ongoing)				
Update land use to support travel demand model. (as needed)				
*Develop updated annual population and employment estimates (June)				X
*Update the Sustainable Thurston Report Card (December)				X
<b>4.3. Maintain the Intelligent Transportation Systems (ITS) Architecture</b>				
*Update the ITS Architecture. (every five years in July, next is 2027)				

**Deliverables:**

- a. Develop updated annual population and employment estimates (June)
- b. Update the Sustainable Thurston Report Card (December)
- c. Update the ITS Architecture. (every five years in July, next is 2027)

**Level of Effort Breakdown:**

<b>4. Data Collection, Analysis, and Forecasting</b>	<b>\$562,000</b>
4.1 Provide GIS and Transportation Modeling Support	\$542,000
4.2 Manage Data	\$20,000
4.3 Maintain the Intelligent Transportation Systems (ITS) Architecture	\$0

**5. Major Initiatives (may span over several work programs)**

TRPC undertakes major initiatives that help us meet MPO, TMA, and RTPPO requirements as well as support the region’s priorities.

**Tasks:**

	2025		2026	
	3rd QTR	4th QTR	1st QTR	2nd QTR
* = Deliverable; X = Deliverable due				
<b>5.1. Coordinated Human Services Transportation Plan Update Support (2025-2026).</b>				
*Update to the Coordinated Human Services Transportation Plan (every 4 years in December; next is 2026) The Coordinated Human Services Transportation Plan was adopted in November 2022. The plan is on a four-year update cycle, and work on the update is expected to begin late 2025 with adoption planned for late 2026. While WSDOT typically provides funding for this work, TRPC anticipates the need to supplement funding for the update.				

**Deliverables:**

- a. Update to the Coordinated Human Services Transportation Plan (every 4 years in December; next is 2026)

**Level of Effort Breakdown:**

<b>5. Major Initiatives (may span over several work programs)</b>	<b>\$22,000</b>
5.1. Coordinated Human Services Transportation Plan Update Support	\$22,000

**6. Reserve and Carryover**

TRPC reserves funds to be used as a contingency and to ensure enough funding is available for the next state fiscal year.

**Tasks:**

	2025		2026	
	3rd QTR	4th QTR	1st QTR	2nd QTR
* = Deliverable; X = Deliverable due				
<b>6.1 Reserve.</b>				
This item is to reserve funding for emerging issues or data needs, or to provide additional funding to identified items.				
<b>6.2 Carryover.</b>				
Given the timing of funding availability, this item is to reserve some planned carryover funds for the next state fiscal year.				

**Deliverables:**

No specific deliverables for this element.

**Level of Effort Breakdown:**

<b>6. Reserve and Carryover</b>	<b>\$541,464</b>
6.1. Reserve	\$255,925
6.2. Carryover	\$285,539

**Work Program Relationship to Federal Planning Factors and State Emphasis Areas**

**Federal Planning Factors**

<b>Federal Planning Factor</b>	<b>Associated Task(s)</b>
Support the economic vitality of the United States, the States, metropolitan areas, and nonmetropolitan areas, especially by enabling global competitiveness, productivity, and efficiency.	2.1. Program Federal Funding 2.4. Manage Congestion Management Process 2.5. Maintain the Regional Transportation Plan 2.6. Manage Federally Required Performance Measures 3.1. Coordinate with Tribal, Local, State, and Federal Agencies 3.6. Coordinate Transportation Asset Management Reporting for NHS Roads and Bridges 3.7. Coordinate Freight and Goods Classification Reporting 3.8. Support Regional Trails Planning Efforts 4.1. Provide GIS and Transportation Modeling Support 4.3. Maintain the Intelligent Transportation Systems (ITS) Architecture
Increase the safety of the transportation system for motorized and non-motorized users.	2.1. Program Federal Funding 2.4. Manage Congestion Management Process 4.3. Maintain the Intelligent Transportation Systems (ITS) Architecture 2.5. Maintain the Regional Transportation Plan 3.1. Coordinate with Tribal, Local, State, and Federal Agencies 3.6. Coordinate Transportation Asset Management Reporting for NHS Roads and Bridges 3.8. Support Regional Trails Planning Efforts
Increase the security of the transportation system for motorized and non-motorized users.	2.1. Program Federal Funding 3.1. Coordinate with Tribal, Local, State, and Federal Agencies
Increase accessibility and mobility of people and freight.	2.4. Manage Congestion Management Process 2.5. Maintain the Regional Transportation Plan 2.6. Manage Federally Required Performance Measures 3.1. Coordinate with Tribal, Local, State, and Federal Agencies 3.7. Coordinate Freight and Goods Classification Reporting 3.8. Support Regional Trails Planning Efforts 4.3. Maintain the Intelligent Transportation Systems (ITS) Architecture

Federal Planning Factor	Associated Task(s)
<p>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.</p>	<ul style="list-style-type: none"> <li>1.4. Develop UPWP</li> <li>2.1. Program Federal Funding</li> <li>2.2. Track Federal Funding Obligations</li> <li>2.4. Manage Congestion Management Process</li> <li>2.5. Maintain the Regional Transportation Plan</li> <li>2.6. Manage Federally Required Performance Measures</li> <li>3.1. Coordinate with Tribal, Local, State, and Federal Agencies</li> <li>3.4. Participate in General Planning Activities</li> <li>3.8. Support Regional Trails Planning Efforts</li> <li>3.9. Provide Planning Support</li> <li>4.1. Provide GIS and Transportation Modeling Support</li> <li>4.3. Maintain the Intelligent Transportation Systems (ITS) Architecture</li> </ul>
<p>Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight.</p>	<ul style="list-style-type: none"> <li>2.1. Program Federal Funding</li> <li>2.4. Manage Congestion Management Process</li> <li>2.5. Maintain the Regional Transportation Plan</li> <li>3.1. Coordinate with Tribal, Local, State, and Federal Agencies</li> <li>3.4. Participate in General Planning Activities</li> <li>3.7. Coordinate Freight and Goods Classification Reporting</li> <li>3.8. Support Regional Trails Planning Efforts</li> <li>3.10. Provide Planning Support</li> <li>4.1. Provide GIS and Transportation Modeling Support</li> <li>4.3. Maintain the Intelligent Transportation Systems (ITS) Architecture</li> </ul>
<p>Promote efficient system management and operation.</p>	<ul style="list-style-type: none"> <li>1.1. Administration</li> <li>1.2. Support and Maintain Programs</li> <li>1.3. Manage Personnel</li> <li>1.4. Develop UPWP</li> <li>2.4. Manage Congestion Management Process</li> <li>2.5. Maintain the Regional Transportation Plan</li> <li>3.6. Coordinate Transportation Asset Management Reporting for NHS Roads and Bridges</li> <li>3.7. Coordinate Freight and Goods Classification Reporting</li> <li>3.10. Provide Planning Support</li> <li>4.1. Provide GIS and Transportation Modeling Support</li> <li>4.2. Manage Data</li> <li>4.3. Maintain the Intelligent Transportation Systems (ITS) Architecture</li> </ul>

Federal Planning Factor	Associated Task(s)
<p>Emphasize the preservation of the existing transportation system.</p>	<ul style="list-style-type: none"> <li>2.1. Program Federal Funding</li> <li>2.4. Manage Congestion Management Process</li> <li>2.5. Maintain the Regional Transportation Plan</li> <li>2.6. Manage Federally Required Performance Measures</li> <li>3.1. Coordinate with Tribal, Local, State, and Federal Agencies</li> <li>3.6. Coordinate Transportation Asset Management Reporting for NHS Roads and Bridges</li> <li>3.8. Support Regional Trails Planning Efforts</li> <li>3.10. Provide Planning Support</li> <li>4.1. Provide GIS and Transportation Modeling Support</li> </ul>
<p>Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.</p>	<ul style="list-style-type: none"> <li>2.1. Program Federal Funding</li> <li>2.2. Track Federal Funding Obligations</li> <li>3.1. Coordinate with Tribal, Local, State, and Federal Agencies</li> <li>3.4. Participate in General Planning Activities</li> <li>3.10. Provide Planning Support</li> <li>4.1. Provide GIS and Transportation Modeling Support</li> <li>4.3. Maintain the Intelligent Transportation Systems (ITS) Architecture</li> </ul>
<p>Enhance travel and tourism.</p>	<ul style="list-style-type: none"> <li>2.1. Program Federal Funding</li> <li>2.4. Manage Congestion Management Process</li> <li>3.1. Coordinate with Tribal, Local, State, and Federal Agencies</li> <li>3.2. Conduct Communications and Outreach</li> <li>3.4. Participate in General Planning Activities</li> <li>3.8. Support Regional Trails Planning Efforts</li> <li>3.10. Provide Planning Support</li> <li>4.1. Provide GIS and Transportation Modeling Support</li> </ul>

**State Emphasis Areas**

State Emphasis Area	Associated Task(s)
Administrative	<ul style="list-style-type: none"> <li>1.1. Administration</li> <li>1.2. Support and Maintain Programs</li> <li>1.3. Manage Personnel</li> <li>1.4. Develop UPWP</li> <li>1.5. Complete Required Reporting</li> <li>1.6. Direct Costs</li> </ul>
Planning Collaboration	<ul style="list-style-type: none"> <li>2.1. Program Federal Funding</li> <li>2.2. Track Federal Funding Obligations</li> <li>2.3. Manage Regional Transportation Improvement Program (RTIP)</li> <li>2.4. Manage Congestion Management Process</li> <li>2.5. Maintain the Regional Transportation Plan</li> <li>2.6. Manage Federally Required Performance Measures</li> <li>3.1. Coordinate with Tribal, Local, State, and Federal Agencies</li> <li>3.2. Conduct Communications and Outreach</li> <li>3.4. Participate in General Planning Activities</li> <li>3.5. Review Urban Areas and Roadway Functional Classification</li> <li>3.6. Coordinate Transportation Asset Management Reporting for NHS Roads and Bridges</li> <li>3.7. Coordinate Freight and Goods Classification Reporting</li> <li>3.8. Support Regional Trails Planning Efforts</li> <li>3.9. Professional Development &amp; Training</li> <li>3.10. Provide Planning Support</li> <li>4.3. Maintain the Intelligent Transportation Systems (ITS) Architecture</li> </ul>
Federal Functional Classification Update	<ul style="list-style-type: none"> <li>3.1. Coordinate with Tribal, Local, State, and Federal Agencies</li> <li>3.4. Participate in General Planning Activities</li> <li>3.5. Review Urban Areas and Roadway Functional Classification</li> </ul>
Transportation Asset Management Plan Reporting	<ul style="list-style-type: none"> <li>3.1. Coordinate with Tribal, Local, State, and Federal Agencies</li> <li>3.4. Participate in General Planning Activities</li> <li>3.6. Coordinate Transportation Asset Management Reporting for NHS Roads and Bridges</li> </ul>

## OTHER TRPC PLANNING EFFORTS

*Note: The UPWP guidance requires a discussion of planning priorities within the MPO area. The following sections describe planning priorities other than those funded by FHWA PL, FTA 5303, and RTPO funds, and non-project specific STBG planning funds. As the work programs for these planning priorities are developed independently, only a summary is placed into the UPWP.*

	Fund Source	Amount	Local Match	Total Funds	Timeline
<b>STBG-Funded Projects</b>		<b>\$2,683,625</b>	<b>\$134,785</b>	<b>\$2,818,410</b>	
Martin Way Corridor Study	STBG	\$452,750	\$70,660	\$523,410	2019-2025
High-Capacity Transportation	STBG	\$173,000	\$27,000	\$200,000	2021-2025
Emergency Incident Management Detour Route Improvements Study	STBG	\$194,625	\$30,375	\$225,000	2022-2025
Bicycle Connectivity Strategy	STBG	\$400,000	\$0 <sup>1</sup>	\$400,000	2023-2028
Freight Mobility Strategy	STBG	\$600,000	\$0 <sup>2</sup>	\$600,000	2023-2028
Regional Multimodal Level of Service	STBG	\$320,000	\$0 <sup>3</sup>	\$320,000	2023-2028
Thurston County Bicycle Map, 8 <sup>th</sup> Edition	STBG	\$43,250	\$6,750	\$50,000	2025-2028
Regional Trails Work Program	STBG	\$500,000	\$0 <sup>4</sup>	\$500,000	2028-2032
<b>Other TRPC Projects</b>		<b>\$4,492,846</b>	<b>\$83,130</b>	<b>\$4,575,976</b>	
Commuter Trip Reduction	State	\$750,600	\$0	\$750,600	2023-2027
Regional Transportation Safety Action Plan	Federal	\$332,520	\$83,130	\$415,650	2024-2027
ruralTRANSIT	State, Federal	\$2,971,406	\$0 <sup>5</sup>	\$2,971,406	2023-2027
Stormwater Road Retrofit Study	State	\$438,320	\$0	\$438,320	2024-2026
<b>TOTAL</b>		<b>\$7,176,471</b>	<b>\$217,915</b>	<b>\$7,394,386</b>	

1 Toll credits used as local match.  
 2 Toll credits used as local match.  
 3 Toll credits used as local match.  
 4 Toll credits used as local match.  
 5 In-kind donations used as local match.

## **Surface Transportation Block Grant Program Competitive Grants**

**Funding Source:** Surface Transportation Block Grant Program funds. Local matching funds.

### ***Martin Way Corridor Study***

**Funding Amount:** \$523,410 (2019-2025)

**Work performed by:** Thurston Regional Planning Council, Thurston County, Lacey, Olympia, and Intercity Transit

Martin Way, from Pacific Avenue to Marvin Road has been identified as both an urban corridor (land use designation) and strategy corridor (transportation designation) in regional and local plans. This former state highway serves as an alternative to I-5, has frequent transit service, and is a prime candidate for increasing land use intensity, and walking and biking activity. This section of Martin Way carries a large volume of daily vehicles, and has bicycle lanes, but inconsistent pedestrian facilities. The Martin Way Corridor Study will identify opportunities to increase multimodal mobility and safety, and incorporate transportation, land use, environmental, and economic considerations.

### ***High Capacity Transportation***

**Funding Amount:** \$200,000 (2021-2025)

**Work performed by:** Thurston Regional Planning Council

This project will examine opportunities and challenges for high-capacity transit both within our county and for out-of-county commuters. Given Intercity Transit's identified goal to provide bus-rapid transit service within our urban region, the project will also allow TRPC staff to develop data and technical expertise to poise the region for a successful application for federal funding.

### ***Emergency Incident Management Detour Route Improvements Study***

**Funding Amount:** \$250,000 (2022-2025)

**Work performed by:** Thurston Regional Planning Council, WSDOT, and Thurston County.

When I-5 or US 101 shuts down due to major collisions, flooding, or other blocking emergencies, traffic moves to local streets to bypass the incident. Many travelers use on-line tools to suggest alternative routes. These temporary and self-selected detours are disruptive to local transportation networks and result in major delays both to local traffic and people passing through. In addition, load restrictions and vertical clearance limitations pose additional constraints for movement of large trucks.

To better manage traffic impacts from such incidents, TRPC, WSDOT, and local agency partners have identified nearly 50 pre-determined emergency detour routes. This project will identify opportunities to improve the operational efficiency of the detour routes and make them safer and more resilient. Modeling and operational analysis will consider the effectiveness of modifications such as traffic signal timing, roundabouts, road reconstruction, increasing vertical clearances, placement of variable message boards, and other options.

***Bicycle Connectivity Strategy***

**Funding Amount:** \$400,000 (2023-2027)

**Work performed by:** Thurston Regional Planning Council

The Thurston region has goals for reducing vehicle miles traveled and transportation emissions; reducing car trips through increased use of bicycles and other micromobility devices is one way to achieve these goals. While bicycle facilities exist throughout the region, these investments historically have been made on a project-by-project and jurisdiction-focused basis, without consideration of network completion. Gaps in our current system, and the lack of a defined network, mean fewer people feel comfortable and empowered to opt for these active transportation options, even when they might be feasible. At the same time, electric bicycles and other small engine devices (such as electric scooters and electric skateboards) are becoming increasingly affordable and popular, a shift that will add to the number of people who need safe connected routes, and will lead to more conflict between system users. The purpose of the project is to identify gaps to a regional network that could serve a broader group of users with varying comfort levels for riding in and around traffic – and recommend policy and infrastructure improvements that will create a more complete and effective network.

***Freight Mobility Strategy***

**Funding Amount:** \$600,000 (2023-2028)

**Work performed by:** Thurston Regional Planning Council

This project will develop a regional freight strategy to address the region’s various freight challenges. Challenges include but are not limited to infrastructure bottlenecks; adoption of new technologies and best practices; supply chain issues; safety, security, and resilience; and conflicts between truck travel and vulnerable users.

***Regional Multimodal Level of Service***

**Funding Amount:** \$320,000 (2023-2028)

**Work performed by:** Thurston Regional Planning Council

The State Growth Management Act was amended in 2023 to require that transportation planning uses a multimodal level of service (MMLoS) that sets performance goals for transit, bicycle and pedestrian facilities in addition to vehicles. This study will build on current and past efforts, including TRPC’s Regional Trails Plan, Bicycle Connectivity Strategy, Commute Trip Reduction Program, and TRPC’s current sidewalk inventory to identify feasible options for measuring multimodal level of service and integrating such a tool into the region’s approach to transportation planning. An effective MMLoS will provide essential information to prioritize and select transportation infrastructure projects in the future and provide support for TRPC and local jurisdictions to meet transportation requirements planning through the state Growth Management Act. It will also help the region address other local, state, and federal priorities, including reducing transportation emissions that contribute to climate change and supporting more equitable transportation options for disadvantaged communities.

***Thurston County Bicycle Map, 8<sup>th</sup> Edition***

**Funding Amount:** \$50,000 (2025-2028)

**Work performed by:** Thurston Regional Planning Council

This project will update Thurston County Bicycle Map and offer both print and electronic versions to the public.

***Regional Trails Work Program***

**Funding Amount:** \$500,000 (2028-2032)

**Work performed by:** Thurston Regional Planning Council

This project will establish a trails planning workgroup that will meet quarterly, hold two trail summits during the five years, and perform a limited update of the trails plan concentrating on recommendations and mapping updates.

**Other TRPC Planning Activities**

***Commute Trip Reduction***

**Funding Source:** \$750,600 from State budget (2023-2027)

**Work performed by:** Thurston Regional Planning Council

State-funded/required program to reduce vehicle miles traveled and single occupancy vehicle trips in affected sites in Lacey, Olympia, Tumwater, and Thurston County. TRPC serves as the lead agency on behalf of those cities and the county.

***Regional Transportation Safety Action Plan***

**Funding Source:** \$332,520 from Safe Streets for All Grant (USDOT) (2024-2027)

**Work performed by:** Thurston Regional Planning Council

Since 2016, the number of fatalities and serious injuries on public roads in Thurston County has been on an upward trajectory, taking us farther away from meeting Target Zero. In 2021, one in five fatalities and serious injuries on the region's roads were non-motorists. This project will develop a comprehensive safety action plan for the Thurston Region. The action plan will establish a safety task force and conduct a safety analysis to understand who is affected and where, why, and under what conditions fatal and serious injury crashes occur countywide. Analysis will include impacts and conditions for marginalized communities and vulnerable users. The project will also identify specific policy and process changes that can be made and develop a list of priority projects and strategies to improve and prioritize the safety of all users. Several jurisdictions received federal funding in 2023 to update their safety plans. This project will build on those efforts, leveraging funding. TRPC will also help smaller jurisdictions develop ADA transition plans – a prerequisite for certain funding eligibility.

***ruralTRANSIT***

**Funding Source:** \$2,971,406 from State Consolidated Grant (2023-2027)

**Work performed by:** Thurston Regional Planning Council in partnership with transportation vendors.

Transit service to the South County, connects communities of Bucoda, Grand Mound, Rainier, Rochester, Yelm, and Tenino and the Confederated Tribes of the Chehalis Reservation to destinations in both Thurston and Lewis Counties.

***Stormwater Road Retrofit Study***

**Funding Source:** \$438,320 from State Department of Ecology (2024-2026)

**Work performed by:** Thurston Regional Planning Council

This project will lead to improved water quality in the South Puget Sound region through the development of a stormwater retrofit prioritization tool that prioritizes installation of water quality treatment facilities within the region. Through local jurisdiction collaboration, the project will provide a framework for planning and prioritizing stormwater retrofit treatment projects to minimize harmful stormwater pollutants and toxins entering local receiving waters and Puget Sound.

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## **OTHER PLANNING EFFORTS IN THE THURSTON REGION**

*Note: The UPWP guidance requires a discussion of planning priorities within the MPO area. The following sections describe planning priorities of other agencies. As the work programs for these planning priorities are developed independently, only a summary is included in the UPWP.*

### **Intercity Transit Planning Activities**

**Funding Source:** Primarily local funding, with some use of Federal and State funding awards.

**Work performed by:** Intercity Transit or in partnership with local, regional, and state agencies, with consultant support as needed.

Intercity Transit is a direct recipient of Federal formula funds including Section 5307 funds which can be used for Planning. Intercity Transit primarily uses direct federal funds for capital projects and some operating assistance. Intercity Transit's planning activities must be conducted in a manner compliant with federal requirements. The development and submittal of required Federal Transit Administration (FTA) Plans is a prerequisite to maintaining federal funds eligibility for public transportation in the region.

### **WSDOT Headquarters Planning Activities**

**Funding Source:** Title 23 and Chapter 53 of Title 49 U.S.C. and the Washington State Legislature.

**Work performed by:** WSDOT headquarters staff in partnership with WSDOT regional offices, MPOs and RTPOs, local agencies.

WSDOT receives funding from FHWA and the State Legislature to conduct federal and state required transportation planning and research on issues of statewide importance. These activities include:

- Multimodal Investment Strategy
- Statewide Human Services Transportation Plan
- Statewide Public Transportation Plan
- State Rail Plan
- State Freight Plan

WSDOT works with the MPOs and RTPOs to gather input on the state plans. All the work efforts identified above make important contributions to the regional transportation system in the Thurston region, and help communities and businesses achieve the mobility and accessibility needed to support a high quality of life. These varied yet inter-related efforts demonstrate this region's commitment to the principles and guidelines established by federal and state agencies.

### **WSDOT Olympic Region Planning**

**Funding Source:** State and Federal

**Work performed by:** WSDOT Olympic Region Multimodal Planning staff in partnership with local, regional, and federal staff.

WSDOT is involved in three primary areas of planning that are state and federally funded. These activities are Corridor and Network Planning, Tribal and Regional Coordination, and Enhanced Local Collaboration.

Corridor and Network Planning includes involvement in system planning efforts such as development and evaluation of strategies and projects that meet state system plan policies and service objectives that lead to the development and completion of the Corridor Sketches and Corridor Studies, such as the I-5 Tumwater to Mounts Road Planning and Environmental Linkages study that is now moving into the NEPA phase. This is done in cooperation with MPOs and RTPOs such as TRPC and local jurisdictions and agencies. Efforts are conducted in cooperation with local, regional, state agencies, and tribes and include determination of existing and long-range deficiencies in the system; development and refinement of strategies for inclusion in the Corridor Studies.

Tribal and Regional Coordination efforts consist of WSDOT participation in the planning activities of TRPC, local jurisdictions, and the federally recognized tribes within the region. Efforts include technical assistance and participation in local and regional planning efforts, and development regulations.

Multimodal work includes reviews of the Washington Transportation Plan, Long Range Ferry Plan, Aviation Plan, Active Transportation Plan, Highway System Plan and the plans of other modes (including transit). Multimodal staff provides input during planning efforts (Basis of Design and Context and Modal Accommodation Report) to facilitate additional Multimodal Facilities.

Enhanced Local Collaboration involves working closely with local jurisdictions to offer early reviews and assistance on their comprehensive plans and updates to their plans. This will reduce the number of comments on the completed comprehensive plans.

In addition, efforts include assisting in the development and review of subarea plans and other comprehensive plan updates or revisions, especially where WSDOT facilities might be impacted.

## **Appendix A: Unfunded Needs**

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## **Access to “Big Data”**

### **Statement of Need**

Big data – larger, more complex data sets that often come from new data sources – can be used to inform all aspects of TRPC’s work program, including multimodal and active transportation, congestion, household travel behavior, etc. The cost of obtaining big data, however, can be prohibitive. While TRPC has funded its own access to big data in 2022 and 2023, we won’t be able to do so again in 2024 and beyond without additional resources. Access to big data is becoming a more critical component to transportation planning, and an assurance of its presence as we work on transportation planning projects will improve the durability, useability, and longevity of this work. This project would result in five years of access to a big data source to support current and future transportation planning work.

**Estimated Cost for this Unfunded Need: \$500,000**

## **Bicycle Map 9<sup>th</sup> Edition**

### **Statement of Need**

This project will update Thurston County Bicycle Map (9<sup>th</sup> Edition) and offer both print and electronic versions to the public. The map is updated about every three years to provide up-to-date information on new roads, bicycle facilities, trail segments, neighborhood connections, and narrative sidebar information. Updating the map and distributing it in both print and electronic formats educates and reinforces safe bicycle behavior and promotes cycling as an effective means of transportation. In addition to showing bicycle routes to aid navigation, the map includes safety information, bicycle traffic laws, commuter tips, health messages, and information about bike clubs and shops. Since 1999, TRPC, Intercity Transit, Thurston County, the cities and other partners have collaborated, produced, and distributed high quality editions of this map to people both within and outside of the Thurston County region free of charge. The map is currently in its 7<sup>th</sup> edition, and the 8<sup>th</sup> is funded.

**Estimated Cost for this Unfunded Need: \$75,000**

## **Multimodal Level of Service**

### **Statement of Need**

The State Growth Management Act was amended in 2023 to require transportation planning to use a multimodal level of service (MMLOS) that sets performance goals for transit, bicycle and pedestrian facilities in addition to vehicles. This study will build on the Regional Trails Plan, Bicycle Connectivity Strategy, Commute Trip Reduction Program, and TRPC’s current sidewalk inventory to identify feasible options for measuring multimodal level of service and integrating such a tool into the region’s approach to transportation planning. An effective MMLOS will provide essential information to prioritize and select transportation infrastructure projects in the future and provide support for TRPC and local jurisdictions to meet transportation requirements planning through the state Growth Management Act. It will also help the region address other local, state, and federal priorities, including reducing transportation emissions that contribute to climate change and supporting more equitable transportation options for disadvantaged communities.

Phase 1: In 2023, this Phase was funded through STBG funds. Expected to be a five-year process, the team will 1) produce a MMLOS Best Practices and Options Report, 2) Develop a draft recommendation for preferred next steps on MMLOS; 3) Identify proposed revisions to the Regional Transportation Plan; 4) Identify proposed revisions to the Call for Projects process; and 5) Develop a policy toolkit for local jurisdictions on applying MMLOS in transportation programs.

Phase 2: Phase 2 will support the adoption and implementation of a regional MMLOS.

**Estimated Cost for this Unfunded Need: \$300,000**

## **Neighborhood Centers Study**

### **Statement of Need**

A priority goal of the Sustainable Thurston Project was to create vibrant centers, corridors, and neighborhoods while accommodating growth. The corresponding target was: 72 percent of all (new and existing) households in our cities, towns, and unincorporated growth areas will be within a half-mile (comparable to a 20-minute walk) of an urban center, corridor, or neighborhood center with access to goods and services to meet some of their daily needs by 2035. Policymakers identified the need for a Neighborhood Centers study to research and develop strategies to increase access to goods and services in existing and planned neighborhood centers. Improvements to our 2022 federal Call for Projects strategy and process highlighted a need to align jurisdictional definitions and requirements for designating and maintaining Neighborhood Centers. In investments, policymakers seek to support not just urban corridors and centers, but also neighborhood centers and need greater consistency.

**Estimated Cost for this Unfunded Need: \$500,000**

## **Pedestrian/Walkability Strategy**

### **Statement of Need**

This plan will build on recently funded work to articulate a vision for a more equitable multimodal transportation system, providing a focus on ways the region can encourage more people to travel by walking and support pedestrian connections to other modes, including transit. The project will update TRPC's sidewalk inventory, assess and flag gaps in the current infrastructure and policy landscape, identify opportunities to close those gaps, and investigate funding strategies. The goal of the project is to support progress toward a transportation network that better supports community goals around equity, public health, climate mitigation, economic development, and quality of life.

**Estimated Cost for this Unfunded Need: \$425,000**

## **Regional Carbon Reduction Strategy**

### **Statement of Need**

Responding to climate change, both by addressing its impacts and reducing local contributions, has been identified as a priority across the Thurston Region. TRPC identified the need to move toward carbon neutrality in the Sustainable Thurston plan (2013) and has supported local partners through the development of both the Thurston Climate Adaptation Plan (TCAP, 2018) and Mitigation Plan (TCMP, 2020). TRPC has adopted a target to reduce communitywide greenhouse gas emissions by 45% by 2030 and by 85% by 2050 from a 2015 baseline and was identified as a potential lead for actions in both the TCAP and TCMP, but to date does not have an overarching strategy for how those targets, strategies, and actions are integrated into and supported by TRPC's work programs. With new guidance, requirements, and funding opportunities connecting climate, equity, and transportation work at the state and federal level, such a strategy is needed to ensure TRPC's programs are aligned, and that our partners are well supported to participate in these opportunities going forward.

**Estimated Cost for This Unfunded Need: \$250,000**

## **Regional Trails Crossing Signage Standards**

### **Statement of Need**

The vision for the Thurston Regional Trails network is to create a system that is accessible and expandable, effectively connecting communities, destinations, and other transportation facilities. The region's trails network has many at-grade road crossings, and there isn't a standardized approach to how signage at these critical junctions should look for both users of the trail and users of the road network. This project would catalog existing crossing signage for trails in the network and consider the types of standard signage that would be appropriate for crossings.

**Estimated Cost for this Unfunded Need: \$250,000**

## **Regional Trails Work Program**

### **Statement of Need**

In 2023, TRPC updated the Thurston Regional Trails Plan, identifying three recommendations for the Council to pursue: establish a trails planning workgroup, hold an annual trails meeting, and update the trails plan every five years.

In 2024, TRPC was awarded an STBG federal grant for \$500,000 that would allow TRPC to establish a trails planning workgroup that will meet quarterly, hold two of the annual trail meetings during the five years, and perform a limited update of the trails plan concentrating on recommendations and mapping updates. This work would begin in 2028 and extend to 2032 but could begin earlier.

Three of the annual trail meetings and a more robust update of the trails plan remain unfunded.

**Estimated Cost for this Unfunded Need: \$150,000**

## **Transportation Resiliency Strategy**

### **Statement of Need**

The Thurston Region is vulnerable to major earthquakes, landslides, the effects of climate change, and other hazards. A Regional Transportation Resiliency Plan would assist local, tribal, and state governments with identifying system vulnerabilities and developing strategies for mitigating and managing both pre- and post-incident transportation recovery priorities.

**Estimated Cost for this Unfunded Need:** \$500,000 plus the bridge earthquake structural assessment.

## **Appendix B: Glossary**

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**A Glossary of Terms and Acronyms Found in the UPWP**

<b>Comprehensive Plan</b>	Local agencies are required by the Growth Management Act to develop and adopt long range plans that guide all development activity. Local Comprehensive Plans are required to be consistent with the long-range Regional Transportation Plan, which in turn is required by the Growth Management Act to be consistent with the local plans. This overlapping consistency requirement ensures ongoing coordination between local and regional agencies.
<b>Congestion Management Process</b>	Congestion Management Process. A systematic approach required in TMAs that provides for effective management and operation, based on a cooperatively developed and implemented metropolitan-wide strategy, of new and existing transportation facilities eligible for funding under title 23 U.S.C., and title 49 U.S.C., through the use of travel demand reduction and operational management strategies.
<b>CMAQ</b>	Congestion Mitigation and Air Quality (CMAQ). CMAQ funding is available to reduce congestion and improve air quality for areas that do not meet the National Ambient Air Quality Standards for ozone, carbon monoxide, or particulate matter (PM) (nonattainment areas) and for former nonattainment areas that are now in compliance (maintenance areas)
<b>CRP</b>	Carbon Reduction Program (CRP). CRP funding is available to reduce carbon dioxide (CO <sub>2</sub> ) emissions from on-road highway sources.
<b>CY</b>	Calendar year. From January 1 to December 31.
<b>FHWA</b>	Federal Highway Administration. An agency within the U.S. Department of Transportation, with jurisdiction over highways. The Thurston region is located within FHWA Region 10.
<b>FTA</b>	Federal Transit Administration. An agency within the U.S. Department of Transportation that funds and regulates transit planning and programs. The Thurston region is located within FTA Region 10.
<b>ITS</b>	Intelligent Transportation Systems. A wide range of advanced technologies that improve the safety and operating efficiency of existing transportation facilities or services. Common examples of ITS include central dispatch of road emergency assistance, freeway traffic maps shown on television or the internet to warn motorists of accidents, and devices that map ‘real time’ location of transit vehicles.
<b>IT</b>	Intercity Transit. IT is Thurston County’s public transportation provider.

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<b>MPO</b>	Metropolitan Planning Organization. Agency designated by the governor to administer the federally required transportation planning in a metropolitan area. An MPO must be in place in every urbanized area over 50,000 population.
<b>Olympic Region</b>	One of six WSDOT geographic regions that deals with state transportation issues. The Olympic Region includes Thurston County and is headquartered in Lacey.
<b>RTIP</b>	Regional Transportation Improvement Program (RTIP). Federally required document produced by TRPC that identifies all federally funded projects, and regionally significant projects funded by any source, for the current 4-year period. The RTIP is developed every year, and amended in between annual updates, as needed. For any federally funded project to proceed, it must be included in the RTIP and the Statewide Transportation Improvement Program (STIP).
<b>RTP</b>	Regional Transportation Plan. Thurston Regional Planning Council is required by state and federal laws to maintain a plan that looks out over at least a twenty-year horizon and ensures coordination across all jurisdictions for all modes of transport.
<b>RTPO</b>	Regional Transportation Planning Organization. State-designated agency created to ensure that regional transportation planning is consistent with county-wide planning policies and growth strategies for the region. TRPC is the Regional Transportation Planning Organization for Thurston County, which is a single-county RTPO.
<b>SFY</b>	State Fiscal Year. The period from July 1 through June 30.
<b>STIP</b>	Statewide Transportation Improvement Program. Federally required document identifying all federally funded and/or regionally significant projects in the state. Projects must be included in the STIP before applicants can use federal money awarded to their projects. For a project to be included in the STIP it must first be included in the RTIP.
<b>STBG</b>	Surface Transportation Program Block Grant Program. The primary federal funding program resulting from the FAST Act that provides money for a wide range of transportation projects.
<b>TAC</b>	Technical Advisory Committee. Advisory body to the TPB and TRPC on transportation issues, primarily technical in nature. All member jurisdictions and WSDOT are eligible to participate.
<b>TIP</b>	Transportation Improvement Program. State and federal laws result in TIPs at the local, regional, and state levels. This describes a four to six year list of projects that will be pursued.

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<b>TITLE VI</b>	Federal legislation initiated with the Civil Rights Act of 1964 that prohibits discrimination, denial of benefits, or exclusion from participation on the grounds of race, color, or national origin. Title VI bars intentional discrimination as well as unintentional discrimination resulting from neutral policies or practices that have a disparate impact on protected groups.
<b>TMA</b>	Transportation Management Area. An urbanized area with a population over 200,000, as defined by the Bureau of the Census and designated by the Secretary of Transportation, or any additional area where TMA designation is requested by the Governor and the MPO and designated by the Secretary of Transportation.
<b>TPB</b>	Transportation Policy Board. This advisory body to TRPC focuses specifically on regional transportation issues. All member jurisdictions of TRPC are eligible to be active members of the TPB. The TPB also includes other representatives of community interests, as required by state law. State legislation passed in 2003 designated all the region's legislators as ex officio members of the TPB.
<b>TRPC</b>	Thurston Regional Planning Council.
<b>UPWP</b>	Unified Planning Work Program. A federally required report describing the work to be funded by revenues provided by 23 U.S.C. 104(f) and 49 U.S.C. 5336, and RCW 47.80. 050.to meet federal and state planning requirements for the ensuing one- or two-year period.
<b>WSDOT</b>	Washington State Department of Transportation.

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## **Appendix C: 2025 Member Rosters and Staff Resources**

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**THURSTON REGIONAL PLANNING COUNCIL – CY 2025 MEMBERS**

Bucoda .....	Miriam Gordon
Lacey.....	Robin Vazquez, Chair
Olympia .....	Dani Madrone
Rainier.....	Dennis McVey
Tenino .....	John O’Callahan
Tumwater .....	Eileen Swarouth, Secretary
Yelm.....	Joe DePinto
Thurston County .....	Carolina Mejia
Confederated Tribes of the Chehalis Reservation.....	Amy Loudermilk
Nisqually Indian Tribe .....	Mike Mason
Intercity Transit.....	Robert Vanderpool
Port of Olympia.....	Amy Evans Harding
North Thurston Public Schools .....	Esperanza Badillo-Diorio
Olympia School District .....	Hilary Seidel
Tumwater School District .....	Mel Murray
LOTT Clean Water Alliance.....	Carolyn Cox, Vice-Chair
Thurston County Public Utilities District No. 1 .....	Chris Stearns
Thurston Conservation District.....	David Iyall
Timberland Regional Library (Associate) .....	Cheryl Heywood
Thurston Economic Development Council (Associate)....	Michael Cade
Lacey Fire District #3 (Associate) .....	Michael Cerovski
Puget Sound Regional Council (Associate) .....	Josh Brown
The Evergreen State College (Charter Mem. Emeritus) ...	William Ward

**TRANSPORTATION POLICY BOARD – CY 2025 MEMBERS**

Lacey.....	Andy Ryder, Chair
Olympia .....	Robert Vanderpool
Rainier.....	Ron Kemp
Tenino .....	John O’Callahan
Tumwater .....	Peter Agabi
Yelm.....	Tracey Wood
Thurston County .....	Rachel Grant, Second Vice Chair
Confederated Tribes of the Chehalis Reservation.....	Amy Loudermilk
Nisqually Indian Tribe .....	Heidi Thomas
North Thurston Public Schools.....	Garrett Kendall
Intercity Transit.....	Justin Belk
Port of Olympia.....	Bob Iyall
WA State Department of Commerce .....	Mark Barkley
WSDOT, Olympic Region.....	JoAnn Schueler
Business Representative Position #1.....	Renee Radcliff Sinclair, Vice Chair
Business Representative Position #2.....	Jessica McKeegan-Jensen
Business Representative Position #3.....	Vacant
Emeritus Representative Position .....	Pete Kmet
Community Representative Position #1.....	Michelle Murray
Community Representative Position #2.....	Travis Millar

**Ex Officio TPB Members – Washington State Legislature**

2 <sup>nd</sup> Legislative District .....	Senator Jim McCune Representative Andrew Barkis Representative J.T. Wilcox
20 <sup>th</sup> Legislative District.....	Senator John Braun Representative Peter Abbarno Representative Ed T. Orcutt
22 <sup>nd</sup> Legislative District	Senator Jessica Bateman Representative Beth Doglio Representative Lisa Parshley
35 <sup>th</sup> Legislative District.....	Senator Drew MacEwen Representative Dan Griffey Representative Travis Couture

**TECHNICAL ADVISORY COMMITTEE – CY 2025 MEMBERS**

Confederated Tribes of the Chehalis Reservation.....	Bryan Sanders
Nisqually Indian Reservation.....	Joe Cushman
Lacey.....	Martin Hoppe
Olympia .....	Joey Jones
Tumwater .....	Brandon Hicks
Yelm.....	Patrick Hughes
Thurston County .....	Becky Conn
Intercity Transit.....	Thera Black
WSDOT, Olympic Region.....	Nazmul Alam
WSDOT, Olympic Region Local Programs .....	Andrea Archer-Parsons

Thurston Regional Planning Council  
**Regional Transportation Staff Directory**

Agency Phone Number: 360.956.7575  
 Agency Fax Number: 360.956.7815  
 Agency Web Site: [www.trpc.org](http://www.trpc.org)

Core regional transportation staff work on a wide variety of issues. New and emerging issues arise, and other issues diminish over time. The following list reflects the primary areas of responsibility for significant aspects of the Unified Planning Work Program. It is representative of the kinds of things each person works on, but it is not inclusive. If you have questions about something you do not see on the list, get in touch with any of the people below and we will help you find what you are looking for.

Staff Contact	Primary Areas of Responsibility in Transportation
<b>Marc Daily</b> <i>Executive Director</i> <a href="mailto:dailym@trpc.org">dailym@trpc.org</a>	Oversight and management of staffing and all TRPC agency work programs.
<b>Jennifer McCall</b> <i>Finance Manager</i> <a href="mailto:justist@trpc.org">justist@trpc.org</a>	Oversight and management of contracting and accounting functions.
<b>Scott Carte</b> <i>GIS and Modeling Manager</i> <a href="mailto:cartes@trpc.org">cartes@trpc.org</a>	Oversight of technical team including modeling and GIS staff. ITS Architecture
<b>Katrina Van Every</b> <i>Transportation Manager</i> <a href="mailto:vaneveryk@trpc.org">vaneveryk@trpc.org</a>	Oversight of Policy Board and transportation policy development. Transportation funding. MPO/RTPO program requirements. UPWP. Performance measures. Regional Transportation Plan. Coordinated human services transportation planning.
<b>Chelsea Embree</b> <i>Associate Planner</i> <a href="mailto:embreec@trpc.org">embreec@trpc.org</a>	Title VI Coordinator.
<b>Veronica Jarvis</b> <i>Senior Planner</i> <a href="mailto:jarvisv@trpc.org">jarvisv@trpc.org</a>	Legislative issues and support.
<b>Paul Brewster</b> <i>Senior Planner</i> <a href="mailto:brewstp@trpc.org">brewstp@trpc.org</a>	Federal funding programs. Oversight of Technical Advisory Committee. Trails and non-motorized transportation planning. Safety and security planning. Federal functional classification. "Walk and Roll" program and other school-based programs.
<b>Theresa Julius</b> <i>Senior Planner</i> <a href="mailto:juliust@trpc.org">juliust@trpc.org</a>	Regional Transportation Improvement Program. Development and maintenance of regional travel demand and dynamic traffic assignment models. Traffic data support. Regional and corridor analysis. Local agency modeling support.
<b>Michael Ambrogio</b> <i>Senior Planner</i> <a href="mailto:ambrogim@trpc.org">ambrogim@trpc.org</a>	Population and Employment forecast. Regional travel demand and dynamic traffic assignment models support.
<b>Aaron Grimes</b> <i>Senior Transportation Modeler</i> <a href="mailto:grimesa@trpc.org">grimesa@trpc.org</a>	Development and maintenance of regional travel demand and dynamic traffic assignment models. Traffic data support. Regional and corridor analysis. Local agency modeling support.
<b>Clyde Scott</b> <i>Senior Transportation Modeler</i> <a href="mailto:scottc@trpc.org">scottc@trpc.org</a>	Development and maintenance of regional travel demand and dynamic traffic assignment models. Regional and corridor analysis. Concurrency analysis. Local agency modeling support.

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# Appendix D: UPWP Annual Report

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# SFY 2024

(July 1, 2023 to June 30, 2024)

# Annual Report

Thurston Regional Planning Council  
**UNIFIED PLANNING WORK PROGRAM**



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## UNIFIED PLANNING WORK PROGRAM (UPWP) ELEMENTS

The State Fiscal Year (SFY) 2024 (July 1, 2023 – June 30, 2024) UPWP is divided into six major activities:

1. Program Management
2. Project Programming and Tracking
3. On-going Multimodal Transportation Planning and Outreach
4. Data Collection, Analysis, and Forecasting
5. Major initiatives (*may span over several work programs*)
6. Contingency and Carryover

The Annual Report describes the work that is funded by revenues provided by 23 U.S.C. 104(f), 49 U.S.C. 5336, and RCW 47.80.050 to meet federal and state planning requirements, along with activities funded from Surface Transportation Block Grant (STBG) program planning funds outlined in the UPWP work program. This annual report summarizes expenditure of those funds during SFY 2024.

The staffing and level of effort for each activity is as follows:

Program Activity	Full Time Equivalent (FTE)
1. Program Management	1.45
2. Project Programming and Tracking	0.67
3. On-going Multimodal Transportation Planning and Outreach	1.21
4. Data Collection, Analysis, and Forecasting	0.84
5. Major Initiatives	2.58
6. Contingency and Carryover	--
<b>Total</b>	<b>6.76</b>

In terms of funding for these mandated activities during SFY 2024, state revenues accounted for 0.8%, federal revenues accounted for 91.6%<sup>6</sup>, and the requisite local match accounted for 8.4%<sup>7</sup>.

Funding Source	Amount	Percent of Total
Local	\$131,759	7.6%
State	\$14,000	0.8%
Federal (excluding toll credits)	1,477,183	91.6%
<b>TOTAL</b>	<b>\$1,739,995</b>	<b>100.0%</b>

<sup>6</sup> Excludes toll credits.

<sup>7</sup> Toll credits were used as local match for STBG funding (FHWA through WSDOT) and are not reflected in this total.

Toll Credits as Local Match<sup>8</sup>                      \$117,052

During SFY 2024, TRPC utilized at least 2.5% of its metropolitan planning funds to participate in and support the following activities:

- Commute trip reduction
- Pedestrian and bicycle facilities planning, including shared use trails
- School-based activities
- Maintaining the region’s bicycle map and school walking route maps.

The UPWP is part of a larger Thurston Regional Planning Council (TRPC) work program, which includes other transportation project work as well as projects and programs funded by other federal, state, and local funds.

TRPC work program activities do not include lobbying. However, if any lobbying activities were to occur outside of eligible regular activities as described in Title 23 and Title 49 and in RCW 42.17A.635, TRPC would file a certification and disclosure form as required by federal and state law.

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<sup>8</sup> Toll credits are not included in TRPC’s UPWP budget, but their value is used here to demonstrate how TRPC met its match requirement.

**SFY 2024 Actual Revenue**

Work Element	SFY 24 FHWA		SFY 24 FTA		FHWA through WSDOT	WSDOT	Total Revenue
	FHWA PL Funds	TRPC Match 13.50%	FTA 5303 Funds	TRPC Match 13.50%	STBG Funds	RTPO Funds	
<b>Required Elements</b>							
1. Program Management	141,192.34	22,035.80	61,352.20	9,575.20	177,098.95	2,656.67	\$413,911.16
2. Project Programming and Tracking	56,182.40	8,768.35	22,089.10	3,447.43	68,149.11	1,024.16	\$159,660.55
3. On-going Multimodal Transportation Planning and Outreach	108,032.03	16,860.49	41,895.68	6,538.63	137,227.84	5,232.10	\$315,786.77
4. Data Collection, Analysis, and Forecasting	80,626.71	12,583.36	34,141.53	5,328.45	93,465.44	1,617.69	\$227,763.18
5. Major Initiatives	213,560.51	33,330.25	85,162.84	13,291.31	274,058.66	3,469.38	\$622,872.95
6. Contingency and Carryover	-	-	-	-	-	-	\$0.00
<b>Total</b>	<b>\$599,593.99</b>	<b>\$93,578.25</b>	<b>\$244,641.35</b>	<b>\$38,181.02</b>	<b>\$750,000.00</b>	<b>\$14,000.00</b>	<b>\$1,739,994.61</b>

FHWA Federal Highway Administration  
 FTA Federal Transit Administration  
 MPO Metropolitan Planning Organization  
 RTPO Regional Transportation Planning Organization  
 STBG Surface Transportation Block Grant planning funds  
 TRPC Thurston Regional Planning Council  
 WSDOT Washington State Department of Transportation

**SFY 2024 Actual Expenditures**

<b>Work Element</b>	<b>TRPC Agency Staff *</b>	<b>Professional Services</b>	<b>Travel and Training</b>	<b>Supplies, Materials, Printing, Software</b>	<b>Legal Notices</b>	<b>Dues</b>	<b>Total</b>
<b>Required Elements</b>							
1. Program Management	361,339.87	29,787.47	7,854.36	13,301.55	535.30	1,092.70	\$413,911.25
2. Project Programming and Tracking	159,660.54	-	-	-	-	-	\$159,660.54
3. On-going Multimodal Transportation Planning and Outreach	315,786.72	-	-	-	-	-	\$315,786.72
4. Data Collection, Analysis, and Forecasting	227,763.18	-	-	-	-	-	\$227,763.18
5. Major Initiatives	622,872.92	-	-	-	-	-	\$622,872.92
6. Contingency and Carryover	-	-	-	-	-	-	\$0.00
<b>Total</b>	<b>\$1,687,423.23</b>	<b>\$29,787.47</b>	<b>\$7,854.36</b>	<b>\$13,301.55</b>	<b>\$535.30</b>	<b>\$1,092.70</b>	<b>\$1,739,994.61</b>

\* Includes agency staff time used to match other federally funded transportation planning projects.

## Comparison of SFY 2024 Planned versus Actual Expenditures

Work Element	Planned	Actual
1. Program Management	\$299,000	\$413,911
2. Project Programming and Tracking	\$155,000	\$159,661
3. Ongoing Multimodal Transportation Planning and Outreach	\$346,000	\$315,787
4. Data Collection, Analysis, and Forecasting	\$211,000	\$227,763
5. Major Initiatives	\$672,000	\$622,873
6. Contingency and Carryover	\$0	\$0
<b>Total</b>	<b>\$1,683,000</b>	<b>\$1,739,995</b>

A comparison of SFY planned versus actual expenditures by task shows that overall actual expenditures were higher than anticipated, with elements 1, 2, and 4 going over budget. TRPC spent about \$56,994 more in SFY 2024 than it planned to, and portions of tasks 1-5 were funded by STBG planning funds, which were fully expended by the end of the SFY.

- **Element 1: Program Management.** TRPC spent approximately \$114,911 more on program management than originally planned. Three factors contributed to this:
  - **Staffing Changes.** During SFY 2024, TRPC completed a planned transition of its management team structure following the hiring of a new Planning Manager and the IT Manager's retirement. This resulted in different expectations on how much funding would be billed toward program management.
  - **Flexible Assessment Dollars.** TRPC only bills the UPWP a portion of the total program management costs; the assessments provided by TRPC's members cover the remainder. The local assessments are TRPC's most flexible pot of funding for all the work it does. To build up TRPC's fund balance and maintain flexibility for what TRPC's funding can be used for, more of the program management costs were shifted to the UPWP.
  - **Consultant Costs.** The UPWP budget included \$30,000 for a model consultant as part of Element 5; however, Element 1 was intended to include all direct costs associated with managing the UPWP, including consultant costs. To ensure accurate accounting and reporting, the funding associated with the model consultant was shifted to Element 1.
- **Element 2: Project Programming and Tracking.** TRPC spent approximately \$4,661 more on project programming and tracking, which equates to 3% of the budgeted amount. This variance is within tolerable allowances.
- **Element 3: Multimodal Transportation Planning.** TRPC spent approximately \$30,213 less on multimodal transportation planning than originally anticipated. TRPC reserved \$60,000 of its UPWP budget to provide planning and financial support for a variety of ongoing transportation projects, such as the Thurston County Bike Map and the High Capacity Transportation Study. More of TRPC's federally-funded transportation projects use toll credits as local match resulting in less pressure on the multimodal transportation planning budget.

- **Element 4: Data Collection, Analysis, and Forecasting.** TRPC spent approximately \$16,763 more on data collection, analysis, and forecasting than anticipated. This is associated with managing TRPC’s GIS and modeling work at a time when TRPC was working on a major update of the regional travel demand model and receiving a number of data and modeling requests.
- **Element 5: Major Initiatives.** TRPC spent approximately \$49,127 less on major initiatives than originally planned. A large proportion of this is due to moving model consultant costs to Element 5. The EV and alternative fuels resource website TRPC developed also came in under budget.
- **Element 6: Contingency and Carryover.** While the planned expenditures for element 6 is \$0, the total UPWP budget included \$377,973. These are contingency and carryover funds TRPC purposely plans not to spend during the SFY but may if the need arises.

**Comparison of SFY 2024 Planned versus Actual Carryover**

Work Element	Planned	Actual
6. Contingency and Carryover	\$377,973	\$486,185

Although TRPC spent about \$56,994 more in SFY 2024 than it planned to, it also carried forward from SFY 2023 more funding and \$100,451 more revenue than originally anticipated. This resulted in a higher carryover into SFY 2025 than originally planned.

## PROGRESS REPORT

### Element 1. Program Management

Program management is a core function that provides program fund management, and the administrative and technology support required to manage and coordinate the overall MPO and RTPO transportation planning program.

#### Tasks:

- 1.1. Administration
  - Performed general program management and supervisory functions
  - Developed calendar year and fiscal year budget and staffing patterns (September 2023 and February 2024).
  - Monitored and adjusted budgets as necessary
  - Executed mandated accounting activities, including program accounting, financial documentation, and development of annual Indirect Cost Plan
  - Participated in state and federal program audits
- 1.2. Program Support and Maintenance
  - Provided management and administrative support to the Thurston Regional Planning Council, Transportation Policy Board, Technical Advisory Committee, and any subcommittees established by these bodies
  - Maintained hardware and software necessary to ensure consistency between UPWP program requirements and the overall agency information technology strategy
- 1.3. Personnel Management
  - Managed transportation personnel
  - Recruited and trained new staff: Planning Manager, IT Manager, two associate planners, and an assistant planner were recruited during this SFY.
- 1.4. UPWP Development
  - Developed the annual UPWP and coordinated the UPWP review
  - Amended the UPWP to account for additional funding TRPC received during the SFY
  - Integrated the UPWP into the TRPC annual work program
- 1.5. Required Reporting
  - Completed the Annual Report
  - Completed annual self-certification
  - Developed the Title VI Annual Report
  - Complied with Title VI requirements
- 1.6. Professional Development and Training
  - Acquired the necessary training and professional development to effectively carry out state and federal transportation planning requirements
- 1.7. Direct Costs
  - Paid for transportation modeling software, traffic management software maintenance, printing and mailing services, legal advertisements, conferences, meeting refreshments, and training

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## Element 2. Project Programming and Tracking

A required function of the MPO is to program and track federal funds.

### Tasks:

- 3.1. Programming of Federal Funding
  - Developed and maintained funding criteria. Completed update of funding criteria for the 2024 Call for Federal Projects.
  - Initiated the 2024 Call for Federal Projects process to program federal Surface Transportation Block Grant (STBG), Transportation Alternatives (TA), Congestion Mitigation Air Quality (CMAQ) and Carbon Reduction Program (CRP) funds. The Call was issued in June, with awards anticipated in December 2024 (next SFY).
  - Provided support to comply with federal and state requirements on the use of these funds, including reprogramming.
  - Developed annual CMAQ funding report (January 2024)
  - Develop annual Transportation Alternatives report (January 2024)
- 2.2. Federal Funding Obligation Tracking
  - Worked with the state to determine available obligation authority
  - Coordinated with funding recipients to ensure timely obligation of funds
  - Tracked and reported on funded projects through project completion
  - Updated TRPC's Obligation Authority (OA) Policy and Procedure (December 2023).
- 2.3. Regional Transportation Improvement Program (RTIP)
  - Developed and maintained a four-year Regional Transportation Improvement Program, including processing amendments and modifications to the RTIP
  - Developed a compilation of planned projects submitted by local jurisdictions and drawn from their six-year Transportation Improvement Programs
  - Developed Annual Listing of Obligated Projects (March 2024)

## Element 3. Multimodal Transportation Planning

TRPC must comply with state and federal transportation planning requirements. These requirements include the activities to be funded with specific state and federal planning revenues intended to help ensure a continuous, cooperative, and comprehensive planning process.

### Tasks:

- 3.1. Tribal, Local, State, and Federal Agency Coordination
  - Participated in activities of the MPO/RTPO Coordinating Committee
  - Participated in the activities of the Association of Metropolitan Planning Organizations
  - Continued involvement in State planning activities, including Commute Trip Reduction activities, corridor studies, and statewide plan workgroups.
  - Responded to requests for information from State and Federal partners

- Consulted with Tribal partners and invited participation in planning activities
  - Consulted with federal partners
  - Provided local agency support and inter-regional coordination. This includes participating in numerous local and regional study efforts and activities, providing planning and technical support to partners, and undertaking other activities that support the planning and implementation efforts of TRPC's partners.
  - Supported public transportation by participating with Intercity Transit on special studies, planning efforts, and other projects as requested, and through communication and coordination with other transit agencies as appropriate
  - Reviewed local agency plans and policies, including compliance with Growth Management Act requirements. In partnership with local jurisdictions, TRPC developed a review process for local agency comprehensive plans. The review process is expected to be adopted during the next SFY.
  - Provided support in local plan development and implementation.
- 3.2. Communications and Outreach
- Conducted communication and outreach efforts related to our transportation work program, including updating the website and social media accounts, and providing information and briefings.
  - Conducted public education and outreach as appropriate for planning and programming activities, including maintaining a web and social media presence for project-specific needs
  - Responded to inquiries from the public and the media
- 3.3. General Compliance
- Monitored, evaluated, and responded to federal and state transportation legislation and its potential implications for the region.
  - Prepared for transitioning to a Transportation Management Area (TMA). TRPC was designated a TMA on June 5, 2023.
  - Updated federal functional classification system
- 3.4. General Planning Activities
- Conducted multi-modal and demand management activities including participating in and supporting a variety of activities related to multimodal transportation such as commute trip reduction, pedestrian and bicycle facilities planning, trails planning, and school-based activities. As part of this, maintained and updated the region's bicycle map and school walking route maps.
  - Participated in and led activities related to the safety and resiliency of our transportation network.
  - Conducted land use and transportation integrated planning efforts,
  - Continued integrating equity into transportation decision making.
  - Participated in and contributed technical and planning support for planning associated with the I-5 corridor.
  - Maintained existing regional plans and scoped other regional plans.
  - Supported planning activities concerning emerging technologies and broadband.
- 3.5. Climate Mitigation Plan Implementation
- Supported implementation of strategies to reduce transportation-related greenhouse gas emissions and vehicle miles traveled.
- 3.6. Urban Areas Functional Classification Review.
- Completed review of the urban areas functional classification (October 2024)

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- Monitored and reviewed other Census 2020 products as available.
- 3.7. Planning Support
- Provided planning support for ongoing local and regional plans and programs
  - Supported commute trip reduction program activities such as efforts to increase telework and flexible work hours on the state's capitol campus.
  - Maintained the region's bicycle map, ensured the website is updated regularly, and print copies of the map were available.
  - Provided support for issues related to transportation planning that emerged throughout the reporting period.

## **Element 4. Data Collection, Analysis, and Forecasting**

TRPC's planning and required functions are supported by robust data collection, analysis, and forecasting activities.

- 4.1. Performance Measures
  - Participated in target setting.
  - Adopted Transit Safety performance measures.
  - Reported on performance measures.
- 4.2. Transportation Modeling
  - Maintained the regional transportation models
  - Explored new modeling technologies.
  - Responded to requests from partners.
  - Contracted for on-call consultant modeling support services.
- 4.3. GIS and Modeling Management
  - Maintained and updated Geographic Information System (GIS) data layers and information technology infrastructure to support our modeling and planning efforts.
  - Managed and coordinated the modeling team.
- 4.4. Data Management and Collection
  - Collected other types of transportation data.
- 4.5. Estimates, Forecasting, and Monitoring
  - Developed annual Population and Employment estimates.
  - Updated the Sustainable Thurston Report Card, an online data set that monitors land use and transportation trends.

## **Element 5. Major Initiatives**

This section includes projects that may span over several years.

- 5.1. Electric and Alternative Fuel Vehicles Planning
  - Developed an online electric and alternative fuel vehicles website
- 5.2. Population and Employment Forecast Update
  - Completed an informal update of the population and employment forecast to support the Regional Transportation Plan and Travel Demand Model.

- 5.3. Regional Travel Demand Model Update.
  - Continued updating the regional travel demand model, including incorporating results of the Household Travel Survey and the updated Population and Employment Forecast. The model update will conclude in 2024.
- 5.4. Regional Trails Plan Update.
  - Completed an update of the regional trails plan.
- 5.5. Regional Transportation Plan Update.
  - Continued work on updating the Regional Transportation Plan, which will conclude in 2025.
- 5.6. TMA Transition.
  - Began developing a Congestion Management Process, which will be established by December 2025.

## **Element 6. Contingency and Carryover**

- 6.1 Contingency. This item is to reserve funding for emerging issues or data needs, or to provide additional funding to identified items.
- 6.2 Carryover. This item is to reserve some planned carryover funds for the next state fiscal year. Carryover funds were not used in SFY 2024.