

2019 – 2020 Unified Planning Work Program

April 23, 2019



Rogue Valley Metropolitan Planning Organization

The RVMPO is staffed by the Rogue Valley Council of Governments

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RVMPO Vision

We envision a future for the Rogue Valley MPO region in which transportation and land use planning are fully integrated and equally considered in all regional planning decisions. The planning process is conducted **openly and cooperatively at all jurisdictional levels**, and marked by a high level of **public participation**.

As a result, the Rogue Valley of the future is a vibrant region whose economy is balanced and diverse, attractive to young and old because of its distinct, thriving communities surrounded by beautiful open space and productive farmland.

Individual communities feature compact downtowns with a well-integrated system of **safe** and appropriate **transportation options** connecting residential with a variety of activity nodes, including schools, libraries, stores, parks, services and employment. In many areas, mixed use development has brought residential and commercial into close proximity to create pedestrian friendly environments.

In a conscious shift from a focus on road expansions in and near communities, RVMPO policy encourages **connectivity** and **works to identify and enhance funding opportunities** for ride sharing, alternate energy vehicles, pedestrian, equestrian and bicycle paths, transit, rail system, a world class airport, and well maintained public streets.

RVMPO Policy Committee
Oct. 27, 2009

Resolution 2019 - 1

Metropolitan Planning Organization - Policy Committee

Adoption of the FY 2019-20 Unified Planning Work Program

Whereas, the Metropolitan Planning Organization was formed in 1982 to coordinate transportation planning in the greater Rogue Valley; and

Whereas, the Metropolitan Planning Organization Policy Committee is a designated committee of the Rogue Valley Council of Government; and

Whereas, the Metropolitan Planning Organization must prepare an annual Unified Planning Work Program (UPWP) that identifies program activities and expenditures; and

Whereas, the Policy Committee oversees Transportation Planning Activities for the Rogue Valley Metropolitan Planning Organization; and

Whereas, the Metropolitan Planning Organization Policy Committee did review and comment on the UPWP for Fiscal Year 2019-20 on April 23, 2019; and

Whereas, the RVMPO held a 30-day public comment period and public hearing to secure input and comment on the adoption of the FY 2019-20 UPWP.

NOW THEREFORE, BE IT RESOLVED BY THE ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE:

That the attached RVMPO Fiscal Year 2020 Unified Planning Work Program is hereby adopted, and the Rogue Valley Council of Governments is hereby requested to prepare and submit the documents required to secure the funding identified in the UPWP for the RVMPO activities, and

That the RVMPO Resolution No. 82-1-MPO designating RVCOG as the MPO (UPWP Exhibit B), and the RVMPO Self-Certification (Exhibit C) have been reviewed by the RVMPO Policy Committee and are affirmed as included in the UPWP.

ADOPTED by the Policy Committee of the Rogue Valley Metropolitan Planning Organization on the 23rd day of April, 2019.



Michael G. Quilty
RVMPO Policy Committee Chair

Rogue Valley Metropolitan Planning Organization

Policy Committee

Mike Quilty, Chair	City of Central Point
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Rich Rosenthal	City of Ashland
Darby Ayers-Flood	City of Talent
Jim Lewis	City of Jacksonville
Ruth Jenks	City of Eagle Point
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RVTD	Melissa Lowry: Planning
Phoenix	Evan Mackenzie: Planning
Phoenix	Ray DiPasquale: Public Works
Talent	Zac Moody: Planning
ODOT	Dan Roberts: Region 3
ODOT	Ian Horlacher: Region 3

Non-voting Members:

FHWA	Jasmine Harris
RVMPO (staff)	Karl Welzenbach

Public Advisory Council

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Edgar Hee	Bicycle/Pedestrian
Jennifer Boardman	Central Point
Larry Martin	Central Point
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Robin Lee	Senior
Thad Keays	Talent
Jim Herndon	West Medford
Haley Cox	West Medford



2019-2020 Unified Planning Work Program

Adopted by the RVMPO Policy Committee April 23, 2019

RVMPD Staff

RVCOG Planning & Community Development Program

Karl Welzenbach
Ryan MacLaren

Nikki Hart-Brinkley
Rebecca Swanz

Dick Converse
Ryan Nolan

Administration

Michael Cavallaro, Rogue Valley Council of Governments, Executive Director

Published by:

Rogue Valley Council of Governments
155 N. 1st St.
P. O. Box 3275
Central Point, OR 97502
Telephone: 541.664.6674

On the web: www.rvmpo.org; www.rvcog.org

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This document and other RVMPO plans, reports and committee materials are available from RVCOG office and online at www.rvmpo.org

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The Rogue Valley Metropolitan Planning Organization (RVMPO)

Unified Planning Work Program

Fiscal Year 2019-2020

Purpose of Federal Metropolitan Planning

To improve regional transportation planning and give communities a stronger voice in addressing transportation concerns while avoiding duplication of planning efforts, the U.S. Department of Transportation (USDOT) has established policy guidelines to: 1) integrate modal planning at the metropolitan level; 2) achieve intermodal planning and coordination, and 3) relate these activities to comprehensive planning. The current transportation act, Fixing America's Surface Transportation (The FAST Act), signed in 2015, maintain support for planning elements that should be considered by the MPO's planning process:

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

Pursuant federal, state and local guidance, the Rogue Valley Metropolitan Planning Organization's (RVMPO) 2019 – 2020 UPWP identifies all transportation and related planning activities that will be undertaken by the RVMPO during the project year from July 1, 2019 to June 30, 2020. The work program was developed to serve these specific objectives:

1. Define work activities to meet the needs of local, state, and federal agencies in accordance with applicable transportation requirements.
2. Identify funding sources for work to be completed.
3. Coordinate work activities and relationships (both internal and external).
4. Promote the wise use of public resources through sound decision-making and interagency coordination.

Overview of 2019 - 2020 UPWP

The Unified Planning Work Program (UPWP) is adopted by the RVMPO Policy Committee and incorporates all transportation planning and supporting comprehensive planning activities in the Medford Metropolitan Area by the Rogue Valley Metropolitan Planning Organization during the state fiscal year 2020¹ and serves as a means to satisfy 23 CFR 450.308. It identifies work proposed by major activity and task and includes summary details about expected products. Funding for all projects is identified. The UPWP is intended to provide a framework for the coordination of transportation planning efforts for and within the region. It may be amended by the Policy Committee as needed to

¹ The State of Oregon fiscal year runs from July 1st to June 30th and is the functional year for the UPWP. It is numbered according to its second half i.e. the year beginning July 1, 2019 is numbered FY 2019-20. The RVMPO fiscal year is the same. The federal fiscal year 2019 begins October 1, 2018, and runs through September 30, 2019.

reflect major changes in work tasks and funding – the moving of funds from one major task to another to cover unanticipated costs or the addition or deletion of tasks due to events outside the control of the MPO. Minor changes, such as the reallocation of funds from one sub-task to another within a major task category, are deemed to be administrative in nature and not subject to public notification. The amendment process is similar to the adoption process, in that public and agency comment is sought and a public hearing held prior to Policy Committee action.

In accordance with the RVMPO's Public Participation Plan, the public hearing for the draft UPWP was advertised in local newspapers on the 18th of March, 2019. In addition, the draft UPWP had been placed on the MPO's website the last week in February of 2019 seeking public comment.

This plan consists of three parts: Part I, Tasks 1 through 5, represents the federally mandated and federally-funded portion of the program to be fulfilled by the RVMPO, plus state and locally-funded work to fulfill state as well as federal requirements; and Part II, Task 6, which details additional work that is not federally mandated and is funded by other sources. Part III contains ODOT planning projects within the RVMPO planning area that the agency expects to occur during the fiscal year.

Transportation is an important issue for people across our nation. Concerns about increasing demands on the transportation system in an environment of decreasing funding available for capacity expansion, congested roadways, air quality, and the preservation of “quality of life” have prompted debates at all levels of government. In southern Oregon, rapid population growth and development has increased the importance of deliberate transportation planning.

Role of Rogue Valley Council of Governments (RVCOG)

RVCOG is an association of local governments that provides a forum for coordinated problem solving and regional planning for Jackson and Josephine Counties. Membership in RVCOG is strictly voluntary; the COG has received active participation from local jurisdictions in the Jackson/Josephine region for many years. RVCOG's mission is *"to be a catalyst to promote quality of life, effective and efficient services, and leadership in regional communication, cooperation, planning and action in Southern Oregon."*

The UPWP builds upon the RVCOG's mission by linking regional land use concerns, transportation priorities, transit opportunities, environmental concerns, and economic development; to enhance the quality of life in the region. Transportation planning in Southern Oregon is a multi-jurisdictional and multi-faceted process that defines the best vision and planning mechanism for the region. RVCOG addresses the needs of both the local agencies and those specifically related to the RVMPO geographic area. One area of particular interest for the RVCOG and its Transportation Planning Program in the two-county area includes staffing support for the Rogue Valley Area Commission on Transportation (RVACT). RVCOG also places special emphasis on assisting its member jurisdictions in implementing the Transportation Planning Rule (TPR), and assisting with Transportation System Plan development.

Organizational Structure of RVMPO

The Governor of Oregon designated RVCOG as the Rogue Valley Metropolitan Planning Organization on July 27, 1982. The RVCOG Board of Directors delegated responsibility for RVMPO policy functions to the RVMPO Policy Committee made up of elected and appointed officials from Ashland, Talent, Jacksonville, Central Point, Medford, Phoenix, Eagle Point, Jackson County, the Oregon Department of Transportation, and the Rogue Valley Transportation District (RVTD). The RVMPO planning boundary and Air Quality Maintenance Area (AQMA) are shown on the planning area map, Exhibit A. Federal and state legislation for MPOs can generally be summarized as follows:

- Develop and maintain a long-range Regional Transportation Plan (RTP).

- Develop and maintain a short-range project programming document, the Transportation Improvement Program (TIP).
- Coordinate transportation decisions among local jurisdictions, state agencies, and area transit operators.
- Develop an annual work program (UPWP).

Additionally, due to local circumstances, RVMPO has responsibility under the Clean Air Act (and corresponding state law) for the following:

- Perform regional air quality conformity analyses and demonstrate regional transportation conformity for carbon monoxide (CO) and particulate matter (PM₁₀).

The Rogue Valley Council of Governments staffs the RVMPO. The RVMPO Policy Committee makes final RVMPO planning decisions. It is composed of elected and appointed officials from Central Point, Medford, Phoenix, Ashland, Talent, Jacksonville, Eagle Point, Rogue Valley Transportation District (RVTD), Jackson County and ODOT. The Policy Committee considers public comment and recommendations from two standing advisory committees. Those committees are:

- **RVMPO Technical Advisory Committee (TAC)**

The TAC is primarily made up of technical staff from the public works and planning departments of member jurisdictions, local agencies and state planning officials. Because of their technical expertise, TAC members are mostly involved with the transportation planning process. TAC advises the Policy Committee on technical transportation issues and reviews all of the transportation documents presented to the Policy Committee.

- **RVMPO Public Advisory Council (PAC)**

The RVMPO PAC consists of residents from geographic and special-interest areas within the RVMPO, appointed by the Policy Committee. Members make recommendations from the public's perspective on proposed long-range transportation plans, project plans, priorities for state and federal funding and other transportation issues.

The standing advisory committees also receive public comment. In addition to these two committees, the Policy Committee from time to time authorizes the formation of ad hoc committees to provide input on specific planning issues and projects.

RVMPO Mission, Vision and Goals

The Policy Committee in October 2009 adopted a Vision for the organization, printed on page 2, based on discussion from a series of meetings and workshops. The committee also adopted a Mission Statement and Goals, shown below. The Policy Committee goals listed below set the direction for the RVMPO. This section of the UPWP provides a status report on how the MPO is addressing the Policy Committee's long-term goals.

RVMPO Mission: *to be a strong and unifying leader for the creation of sustainable, livable communities through regional cooperation and integrated land use and transportation planning.*

RVMPO Policy Committee Goals are presented below with milestones achieved in FY2018 to implement the goal, and work anticipated this year that contributes toward reaching the goal.

1. *Increase citizen participation and involvement in RVMPO.*

- In 2018: Continued using website to present information. Undertake a major update of the

Public Participation and Title VI/EJ plans. The RVMPO will maintain the PAC as a standing advisory committee.

- In 2019: Begin development of outreach effort for development of update to RTP.

2. Continue to work toward more fully integrating transportation and land use planning.

- In 2018: Reviewed/commented on MPO jurisdiction development applications for consistency with RVMPO's Alternative Measures and the Regional Problem Solving initiative. Participated in the statewide Regulations Advisory Committee on Metropolitan Transportation Planning
- In 2019: Continue to review/comment on MPO jurisdiction development applications for consistency with RVMPO Alternative Measures; address state land use planning requirements for metro areas and RVMPO contribution and role. Participate in jurisdiction Transportation System Plan updates.

3. Increase integration and availability of transportation options.

- In 2018: RVCOG turned over administration of Rogue Bike Share program to the City of Ashland; worked with RVTM in developing a Scope of Work for their Transit Master Plan.
- In 2019: Will continue to address state land use planning requirements for metro areas and RVMPO contribution and role, and will continue working with the RVTM on their Transit Master Plan.

4. Expand planning scope to include consideration of the wider transportation-shed.

- In 2018: Participated in Oregon MPO Consortium (OMPOC) and other statewide advisory activities; participated on Land Conservation and Development Commission's (LCDC) Rule Advisory Committee (RAC) on Metropolitan Transportation Planning, and proposed revisions to the metropolitan transportation planning of the TPR. In addition, the MPO participated in the ongoing development of an Activity Based Model (ABM) as well as the Oregon Household Activity Survey final report. Worked with ODOT on reviewing and modifying, as necessary, the current TIP development schedule and process.
- In 2019: Continued coordination with OMPOC; continue in state-wide committees participation as well as coordination with ODOT and Transportation Planning Analysis Unit (TPAU) on the ongoing development of the ABM.

5. Strategically use RVMPO funding to pursue RVMPO goals.

- In 2018: worked with ODOT and member local governments on implementation of the Regional Transportation Plan and the Transportation Improvement Program. Maintained and updated the RVMPO's Title VI and E J & E database.
- In 2019: Will continue reviewing project selection criteria for next RTP update/TIP

7. Evaluate potential processes based on best practices in other MPOs.

- In 2018: Coordinated with Oregon MPOs on best practices for providing public access to the TIP projects; Generally review state and national reports on best practices. Maintained web-based TIP and RTP project lists with accompanying geographic information.
- In 2019: Continue to maintain web-based RTP and TIP project lists; Continue working with ODOT/MPOs on use of Oregon Household Activity Survey (OHAS) data in planning. Review procedures elsewhere on shifting from census to survey data for environmental justice and other planning. Will continue reviews of best practices studies nationwide. Continue the use of geo-enriched demographic data.

Overall, the RVMPO continues to address the Policy Committee's long-term goals listed above.

Other Regional Transportation Planning Organizations

Other committees and boards within the RVMPO planning area also address regional transportation issues. Those panels typically consult with the RVMPO and keep the RVMPO informed of their activities. They include:

- **Middle Rogue Metropolitan Planning Organization (MRMPO)**

The MRMPO was created in March 2013. The MRMPO Policy Committee is responsible for conducting a continuing, cooperative and comprehensive transportation planning process for the Grants Pass Urbanized Area. As designated, the MRMPO includes the cities of Gold Hill, Grants Pass, Rogue River, and adjacent parts of Jackson and Josephine Counties which are anticipated to become urbanized over the 20 year planning horizon. RVCOG staffs the MRMPO.

- **Rogue Valley Transportation District (RVTD)**

RVTD was created in 1975 to provide public transportation services within the district's boundaries. Its seven-member Board is elected and RVTD has its own planning staff.

- **Rogue Valley Area Commission on Transportation (RVACT)**

RVACT is composed of officials from jurisdictions within Jackson and Josephine County. The primary mission of RVACT is to advise the Oregon Transportation Commission (OTC) on state transportation investments in Jackson and Josephine counties.

RVMPO Agreements

Agreements in force among the participating agencies relative to the metropolitan transportation planning process include:

- Resolution No. 82-1-MPO adopted June 30, 1982, designating the Rogue Valley Council of Governments as the appropriate local agency to assume MPO responsibilities.
- RVCOG Charter Agreement that prescribes the voting authority on RVMPO policies and activities being held exclusively by participating RVMPO agencies.
- The July 26, 1982, concurrence letter from the Governor on designation of the Rogue Valley Council of Governments as the MPO;
- Annual planning funds agreements between ODOT and RVCOG;
- A planning agreement between the RVMPO and the Rogue Valley Transportation District (RVTD) describing responsibility and roles for the regional transportation planning process; April 27, 1999.
- Intergovernmental Agreement (IGA) for Transportation Planning in the Rogue Valley Metropolitan Planning Area among the RVMPO, RVTD and ODOT, pursuant to 23 CFR 450.314, identifying each organization's responsibilities in carrying out the metropolitan transportation planning process; June 2018.

Regional Transportation Priorities for Fiscal Year 2019-20

RVMPO will track rulemaking and other developments relating to the FAST Act. Similarly, RVMPO will coordinate on a process to consider appropriate activities relating to state requirements including greenhouse gas reduction and support for alternatives to single-occupant vehicle travel.

Through the Research and Analysis Program the RVMPO is working toward being better able to respond to increasingly complex planning issues including planning for Climate Change regulation (state), new transportation demands resulting from implementation of the Regional Problem Solving plan.

Jurisdictions have begun implementing the region's long-range land-use Regional Problem Solving plan, and this will include addressing the RVMPO's role in coordinating the transportation aspects of the regional plan.

Specific major work products include:

- Maintaining the 2018-2021 Transportation Improvement Program
- Maintaining the 2042 Regional Transportation Plan
- Soliciting CMAQ and STBG funded projects as needed
- Coordinate with ODOT/ FHWA/FTA on MPO performance measures
- Integrated Land Use and Transportation Planning
- Data collection/analysis for addressing future travel demand, transit demand, land use and Title VI/Environmental Justice.
- Maintain Intelligent Transportation Systems (ITS) Operations and Implementation Plan
- Jurisdiction planning assistance
- RVACT coordination; and
- Provide assistance to RVTD on their Transit Master Plan

Status of Core RVMPO Planning Documents

The table below lists the core work products of the RVMPO, the adoption date, planning horizon and the time when the next update is due. Generally, ODOT updates the STIP every two years and has set the next update for May 2020.

Table of Core Documents

Item	Date Adopted	Time Span	Update Due
2017-2042 Regional Transportation Plan	March 28, 2017	Four Years	March 2021
Air Quality Conformity Determination	March 28, 2017	Four Years	March 2021
2018-2021 Transportation Improvement Program	March 28, 2017	Two Years	May 2020
Annual Listing of Obligated Projects - 2017	December 2018	One Year	Dec. 2019
2018-2019 Unified Planning Work Program	April 24, 2018	One Year	April 23, 2019
RVMPO Public Participation Plan	August 2018	Two Years	August 2020
RVMPO Title VI & EJ Plan	August 2018	Two Years	August 2020

Timing of the RTP update is determined by the timing of USDOT's Air Quality Conformity Determination on the current plan. Such determinations in air quality attainment and maintenance areas such as Medford (for carbon monoxide) and the RVMPO planning area (for PM₁₀) must be made every four years, based on updated planning assumptions for at least a 20-year horizon. The 2017-2042 RTP was completed and adopted by the Policy Committee on March 28, 2017, along with the Air Quality Conformity Determination.

The RTP is amended as needed to include new projects, reflect changes in project funding and other reasons as considered appropriate by the Policy Committee. It can be updated provided the RVMPO conducts public outreach on the amendment, advertising a 30-day public comment period and the Policy Committee conducts a public hearing and votes to approve the change. The RTP must maintain

conformity with the state and federal air quality conformity requirements, including the State Implementation Plans for carbon monoxide in the Medford area and particulates (10 microns and smaller) in the entire planning area. The current RTP conforms to both federal and state transportation requirements RVMPO maintains funds to update the RTP and air quality conformity determination as necessary.

Summary of Projected Deliverables and Products in the 2019 – 2020 UPWP

This section presents an outline of the organization UPWP work tasks, noting some key activities and projected deliverables. Tasks, activities and funding are described in detail in Part 1- RVMPO Functions, following these introductory sections.

The core RVMPO planning functions are presented in five major task sections, with specific deliverables and activities attached to each.

Task 1.0 Program Management – Record-keeping and information retrieval, training, and support for RVMPO’s standing committees occur within this task. Other activities and deliverables include:

- Public Participation Activities (as described in RVMPO Public Participation Plan) including maintaining website www.rvmpo.org and update of Public Participation Plan.
- Organize files and library materials, including records of monthly Policy Committee and Technical Advisory Committee meetings and bimonthly Public Advisory Council meetings
- Semi-annual activity reports
- UPWP updates and draft and final 2020-21 document

Task 2.0 Short Range Planning – Activities associated with project programming, including all air quality conformity obligations occur within this task. Specifically:

- Annual listing of obligated projects
- Coordination and management of Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) funding and project selection
- Management of the 2018-2021 TIP, including participating in statewide STIP/TIP coordinators meetings and amending the TIP as needed.
- Development of 2021-2024 Transportation Improvement Program
- Soliciting for CMAQ & STBG funded projects as needed
- Provide technical and planning assistance to and coordination with local jurisdictions and agencies
- Implementation of EPA MOVES for air quality conformity as needed, and staying up to date on changing conformity rules and related air quality concerns.
- Implementation of Federal Performance measures and other coordination efforts with our state and federal partners as needed

Task 3.0 Long Range Planning – Maintenance and updates of the Regional Transportation Plan and planning to implement RVMPO’s long-term goals occur in this task, including:

- ITS Plan coordination / implementation / update
- Integration of RVMPO long-range planning with Regional Problem Solving plan to identify future transportation corridors, options and transit needs.
- Coordination of process examining RVMPO role in state metro area requirements
- Maintain and update, as necessary, 2017-2042 RTP
- Begin development of the 2021-2046 Regional Transportation Plan

Task 4.0 Data Collection/Analysis – Specific continuing tasks related to data base maintenance and analysis, including:

- Title VI & Environmental Justice planning and compliance report
- Environmental justice population transportation needs assessment
- Maintenance of GIS maps and data
- Travel demand modeling, model maintenance and improvement
- Application of Oregon Household Activity Survey and Census/Survey data in transportation planning as necessary

Task 5.0 Transit – Coordination with RVTD on MPO planning projects such as the transit signal priority system and the ongoing Transit Master Plan.

Funding for RVMPO Planning

The RVMPO's planning program is funded by federal, state, and local matching funds, totaling \$608,647.

The largest funding source is FHWA, which provides MPO Planning Funds through ODOT to the RVMPO by formula that consists of 89.73% federal funds with a 10.27% local match required. ODOT has traditionally met the full local match requirements with state planning funds. Other resources are FTA 5303 funds, also through ODOT, for metropolitan planning related to transit (requiring a 10.27% local match), ODOT Region 3 planning funds, and RVMPO member dues. A summary of how funds are to be distributed among the various RVMPO planning tasks is on page 28. Funding commitments are formalized through specific IGAs with ODOT. The RVMPO and its subcontractors (if any) will carry out the tasks described in this UPWP.

RVMPO is dependent on USDOT funding for UPWP activities. For this work program, federal sources provide about 80 percent of RVMPO funding. Member dues provide funds for Policy Committee political activities (organization dues, travel, support) and some general project expenses – primarily public involvement and website support.

Summary of Projected FY 2019-20 Funding Allocation

Figure 1, summarizes how anticipated resources will be allocated among the major UPWP work tasks. Figure 2, below, shows planning resources anticipated by the RVMPO in the coming fiscal year, and their proportion of total revenue. RVMPO planning activities are anticipated to be funded with a total of \$608,647 in federal, state, and local matching funds.

Figure 1: Allocation of RVMPO Resources, FY 2019-20

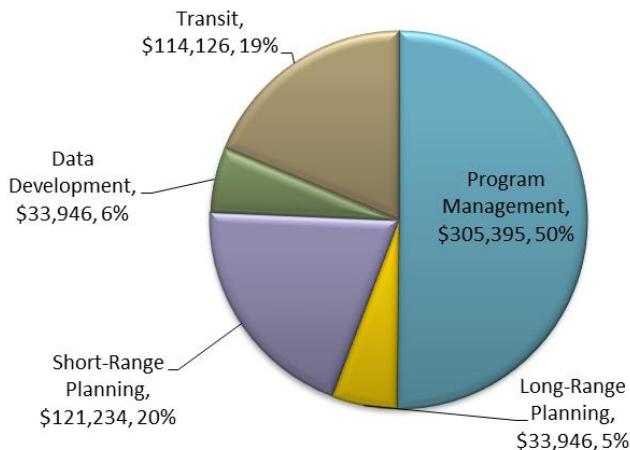
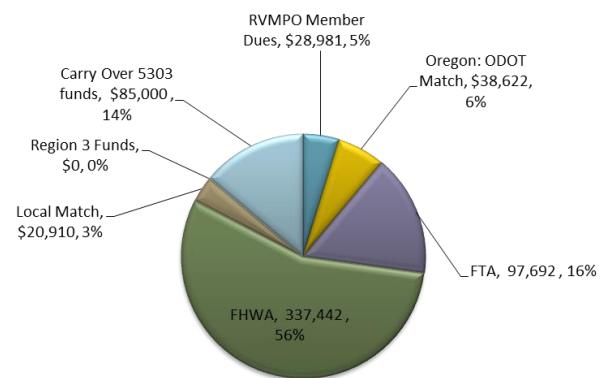


Figure 2: RVMPO Funding, FY 2019-20



Program management and short-range planning projects will take the largest share of funds. A summary budget breakdown by all work tasks and sub-tasks is on page 29, following the detailed task descriptions in Part I.

In addition to funding described above, RVMPO relies on travel demand modeling services provided by ODOT's TPAU which, it is estimated, provides up to \$85,000 in modeling services to the RVMPO annually. TPAU maintains and updates the model for no additional charge. The RVMPO does not have the ability to maintain and run the travel demand model.

The UPWP, Title VI and Environmental Justice

The RVMPO recognizes that Environmental Justice must be considered in all phases of planning. Although Environmental Justice concerns are frequently raised during project development, Title VI applies equally to the plans, programs and activities the RVMPO undertakes.

The RVMPO UPWP integrates Environmental Justice considerations and Title VI requirements through the Public Participation Plan, the Environmental Justice Plan, and UPWP work tasks. Both the Public Participation Plan and Environmental Justice Plan contain strategies to reach minority and low-income groups. The RVMPO adopted Title VI discrimination complaint procedure is part of the Environmental Justice Plan.

Environmental Justice is considered as RVMPO selects projects to receive discretionary funds (Congestion Mitigation and Air Quality and Surface Transportation Block Grant Program). Target populations living in the vicinity of a proposed project are identified through Census data.

Environmental Justice Plan maps were consulted to assess project impact on target populations. Projects located in the identified EJ areas are given additional points that are added to the overall scoring of the project which may help the project receive a higher ranking on the project priority list. Resulting funding decisions were incorporated into the 2018-2021 TIP.

The RVMPO's Public Participation Program is an integral part of the regional transportation planning process. The USDOT Order (5610.2) on Environmental Justice specifies that minority populations and low-income populations be provided with greater access to information on, and opportunities for public participation in transportation decision-making. The RVMPO has public-involvement policies and procedures that provide for consideration of Environmental Justice. These policies and procedures provide an inclusive, representative, and equal opportunity for two-way communication.

PART I - RVMPO Functions

Task 1.0 Program Management

Budget: \$299,022

Funding Source: FHWA MPO Planning Funds, \$192,342
ODOT Match for FHWA-PL funds, \$22,014
FTA 5303 Metropolitan Planning Funds, \$55,684
RVMPO Dues, \$28,981
In-Kind Match, \$0

Description: This task involves the coordination of all MPO activities necessary for day-to-day operations such as; program oversight, coordination of the Policy Committee, Public Advisory Council and Technical Advisory Committee, public participation, and RVMPO participation in statewide planning efforts. Also included are organizational activities that provide for in-house program management, financial accounting, and informational updates for RVMPO committees, member jurisdictions, agencies and the public. Day-to-day activities such as purchases of materials and services, staff management and training are also included here.

Per Federal laws and policies, MPOs are prohibited from lobbying with Federal Funds. In order to permit comments by the RVMPO to legislators on relevant transportation legislation and policies, MPO dues are used. These activities are more fully described in Subtask 1.1 (i) below.

Objective: *Produce a well-defined planning and operational process that is deliberate, regional in scope, and is cooperative, coordinated and continuing.*

Lead Agency: RVCOG. Agencies to Coordinate: RVMPO member jurisdictions and supporting agencies, ODOT, DEQ, DLCD, and USDOT (FHWA and FTA)

Subtask 1.1 Office and Personnel Management; Fiscal and Grant Administration

Work Task Budget: \$270,596

FHWA MPO Planning Funds, \$172,095
ODOT Match for FHWA-PL funds, \$19,697
FTA 5303 Metropolitan Planning Funds, \$49,823
RVMPO Dues, \$28,981
In-Kind Match, \$0

A large percentage of the MPO management and staff time is spent on tasks relating to program oversight and fulfilling the administrative requirements of government grants. Many tasks not specifically identified below fall into this subtask, including responding to requests for a variety of RVMPO data and files.

Tasks also include preparation and maintaining records for the Policy and advisory committees, and formation and management of other committees and work groups as necessary, and all costs associated with RVMPO meetings. This portion of the UPWP includes budget line items such as staff travel and training, training needs analyses, and memberships in professional organizations. Work items include

contract and records management, monthly review of expenditures, personnel and team management, needs analyses for future project work areas, Interagency Agreement review, etc. These activities are ongoing. Each work item is listed below with descriptions provided for select work items. RVMPO compliance with any USDOT rulemaking for The FAST Act would be addressed at least initially in this task.

a) Personnel Team Management

Deliverables: Self-directed work teams, job performance reviews, and trained, competent staff

Timeframe: Ongoing July – June

Lead Agency: RVCOG

b) Budget / Expenditures / Grant Research & Writing

Deliverables: Timesheets (RVCOG), UPWP Activity Timesheets, and Monitoring Materials,

Grant Matching Funds, Grant Research & Writing and Services Expenditures

Timeframe Ongoing July – June

Lead Agency: RVCOG

c) Interagency Agreement Review

- UPWP Intergovernmental Agreement (May)

- Other agreements as necessary

Deliverables: Updated/Finalized agreements, project-level agreements on cooperation

Timeframe: Ongoing July – June

Lead Agency: RVCOG; *Supporting Agencies:* RVTD, ODOT, FHWA & FTA

d) Training and Conferences

Deliverables: Attendance at appropriate seminars, conferences and training sessions.

Timeframe: Ongoing July – June

Lead Agency: RVCOG

e) Meeting Preparation

Deliverables: Meeting materials, Policy Committee, TAC, PAC

Timeframe: Ongoing July – June

Lead Agency: RVCOG

f) Operations

Deliverables: Day-to-day departmental operations, performing work tasks and other duties as assigned. Resulting in an efficiently operated and well-managed MPO

Timeframe: Ongoing July – June

Lead Agency: RVCOG

g) Data/Information Requests

Jurisdictions within the MPO frequently request specific transportation data. This task is included because a considerable amount of time can be spent fulfilling requests. Information requests can be in the form of creating GIS maps, attending meetings, providing information on planning topics and Transportation Planning Rule (TPR) requirements, and providing technical assistance (operations analysis, modeling assistance, etc.).

Deliverables: Completed information requests

Timeframe: Ongoing July – June

Lead Agency: RVCOG; *Supporting Agencies:* MPO Member Jurisdictions

h) Records Management

Deliverables:

- Organized hard files
- Organized computer files
- Organized library materials

Timeframe: Ongoing July – June

Lead Agency: RVCOG

i) RVMPO Policy Committee Travel; Association Dues

Policy Committee Chair and other members participate in state, regional and national boards including the Oregon MPO Consortium and the Association of Metropolitan Planning Organizations. Participation is considered important and necessary to furthering regional planning goals. A portion of RVMPO dues is dedicated to this activity. These funds also are used to pay dues to organizations such as the Association of Metropolitan Planning Organizations (AMPO). Staff support for these activities also is funded in this task.

Deliverables:

- Regional policy-makers participation in state, regional and national organizations and events.
- Membership in organizations as authorized by the Policy Committee
- Legislative issues/Positions (using MPO dues only)

Timeframe: As required, July – June

Lead Agency: RVCOG; *Supporting Agencies:* OMPOC, AMPO, NARC, State & Federal Legislators

Subtask 1.2 UPWP Development and Management Process

Work Task Budget: \$9,475

FHWA MPO Planning Funds, \$6,749

ODOT Match for FHWA-PL funds, \$772

FTA 5303 Metropolitan Planning Funds, \$1,954

RVMPO Dues, \$0

In-Kind Match, \$0

The UPWP is an annual work program that outlines MPO planning activities. Its adoption every year (or optional every two years) is required by Federal law. Its implementation is monitored by the funding agencies (USDOT and ODOT). It is a "unified" program that includes all transportation planning activities that are taking place within the RVMPO geographic planning boundary (Exhibit A). It is written and developed by RVMPO staff and reviewed, amended and adopted by the RVMPO Policy Committee. Most "Subtasks" of the UPWP have been delegated to a Team Leader and that leader must formulate a more detailed work program that will guide in the implementation and completion of each subtask. Subtasks will be monitored to assess progress. Progress information is provided as reports and proposals for action to the Policy Committee and advisory committees. Summary progress reports are provided as part of quarterly reporting process. The annual Self Certification Statement will also be prepared. Development of the Certification Statement will consider the RVMPO's effectiveness in fulfilling federal requirements regarding the 3-C (Comprehensive, Continuing and Coordinated) and multimodal urban transportation planning processes. Deliverables associated with this subtask include an adopted UPWP, Quarterly reports, UPWP amendments, monthly time sheets with task and subtask tracking.

Amendments to the UPWP are required when there is a change to either the work program, an addition to the work program and a budget revision resulting in changes to the work program. The RVMPO Policy Committee must approve all amendments to the UPWP.

a) Monthly Reports

Monthly budget/work task reports are prepared by MPO staff to inform the Program Manager of status of work tasks and funds expended.

Deliverables: Monthly reports

Timeframe: Monthly July – June

Lead Agency: RVCOG

b) Semi-annual Reports

Semi-annual budget expenditures and work task status reports are prepared by MPO staff and sent to ODOT twice each fiscal year.

Deliverables: Semi-annual reports, quarterly meeting with USDOT and ODOT (as needed)

Timeframe: Every 6 months

Lead Agency: RVCOG; *Supporting Agencies:* ODOT, USDOT

c) Daily RVMPO Task Tracking

MPO staff use an electronic timesheet to post hours worked on MPO sub-tasks identified in the UPWP.

Deliverables: Monthly task/subtask timesheets

Timeframe: Monthly July – June

Lead Agency: RVCOG

d) UPWP Development

Deliverables: 2020-21 UPWP document; amendments as necessary

Timeframe: Draft in February; Adoption by April

Lead Agency: RVCOG

e) Annual MPO Self-Certification

Deliverables: Self-Certification statement

Timeframe: Draft by February; Adoption by April

Lead Agency: RVCOG

Subtask 1.3 Public Education and Participation

Work Task Budget: \$18,950

FHWA MPO Planning Funds, \$13,498

ODOT Match for FHWA-PL funds, \$1,545

FTA 5303 Metropolitan Planning Funds, \$3,908

RVMPO dues, \$0

In-Kind Match, \$0

The RVMPO recognizes the importance and need for providing an active public involvement process, which supplies complete information, timely public notice (45 days for amendments to the Public Participation Plan), full public access to key decisions, and supports early and continuing involvement of the public in all RVMPO planning and program activities. The purpose of this work element is to improve, strengthen and fulfill all these needs. A good public participation program includes public education, public involvement and public relations. The RVMPO updated its Public Participation Plan (see <http://www.rvmpo.org/index.php/ct-menu-item-13/public-participation-plan>) in August of 2018 to ensure that the RVMPO meets all of the obligations required under the FAST Act.

a) Implementation of Public Participation Plan

The FAST Act calls for a “proactive public involvement process that provides complete information, timely public notice (45 days for amendments to the Public Participation Plan), full public access to key decisions, and support early and continuing involvement of the public in developing plans.” In FY 2018, the RVMPO strengthened public participation in all of its planning activities through an update of its *Public Participation Plan*. Under this plan, the RVMPO seeks to increase opportunities for all segments of the community, including low-income, minority and disabled citizens, to participate in the metropolitan planning process. Implementation has included efforts to develop new visualization techniques for TIP project selection including greater use of photographs in discussion of site locations and conditions, and posting on the web all applications and descriptive materials, and evaluation criteria and procedures. All applicants for RVMPO discretionary funds are asked to make presentations with visuals to each of the RVMPO’s three committees. Presentation materials are posted on the RVMPO website. This use of the web represents an investment in expanded public involvement that will continue in FY2020.

Deliverables:

- Project progress reports, new visualization techniques and up-to-date website, non-traditional public engagement strategies, surveys, social media, and other activities as identified.
- Ongoing analysis of the demographics of public workshops and survey responses.

Timeframe: Ongoing July to June

Lead Agency: RVCOG

b) Public Advisory Council

The RVMPO Public Advisory Council (PAC), which was formed in 2000, consists of appointed residents from nine Citizen Involvement Areas (CIAs) and special interest representatives for mass transit, freight, bike/ped, public health, seniors, and low-income and minority families. The PAC makes recommendations to the RVMPO Policy Committee from the public's perspective on proposed long-range transportation plans, project plans, Title VI/EJ plans and priorities for state and federal funding and other transportation issues. The PAC hosts public workshops during updates of the RTP to help inform the public of regional transportation planning efforts. The PAC also provides input to the Policy Committee on RTP goals and policies, and statewide planning requirements. The objective of this work element is to maintain and improve the function of the PAC. In FY 2020, the RVMPO will continue efforts to support the PAC, and expand public attendance at all RVMPO meetings. The PAC meets bi-monthly, on the 3rd Tuesday from 5:30 p.m. to 7:30 p.m. The current PAC membership roster is on Page iii.

Deliverables:

- Staff support for PAC
- Bi-monthly PAC meetings
- PAC member comments on Project Selection Criteria, UPWPs, RTP, TIP, Public Participation Plan, Title VI/EJ Plan and special studies.

Timeframe: Ongoing July to June

Lead Agency: RVCOG

Task 2.0 Short Range Planning

Budget: **\$118,439**

Funding Source: **FHWA MPO Planning Funds, \$84,361**

ODOT Match for FHWA-PL funds, \$9655

FTA 5303 Metropolitan Planning Funds, \$24,423

RVMPO Dues, \$0

In-Kind Match, \$0

Description: This task relates to near term activities such as federal Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality (CMAQ) project prioritization and programming, air quality conformity activities, maintenance and update of the Transportation Improvement Program (TIP), which

is a financially-constrained list of transportation improvements for the RVMPO area, implementation of and coordination with state and federal partners on Federal Performance Measures, and development of the annual list of obligated projects.

Objective: *Undertake activities associated with short-term project programming within a five-year horizon.*

Agencies to Coordinate: RVCOG, RVMPO member jurisdictions and agencies, ODOT, DEQ, DLCD, and USDOT

Subtask 2.1 ***Transportation Improvement Program (TIP); Annual Projects Listing***

Work Task Budget: \$33,163

FHWA MPO Planning Funds \$23,621

ODOT Match for FHWA-PL funds, \$2,704

FTA 5303 Metropolitan Planning Funds, \$6,838

RVMPO Dues, \$0

In-Kind Match, \$0

Maintenance of the 2018-21 TIP is the main element in this task. Additionally, staff will be developing, in coordination with ODOT, USDOT, and local agencies, the 2021-2024 Transportation Improvement Program. This will include the “call for projects” allowing for the local jurisdictions to apply for CMAQ and STBG funds. The MPO intends to adopt the TIP in the third quarter of FY 2019-2020.

Also, staff will develop and publish the Annual Listing of Obligated Projects that meets FAST Act requirements for all metropolitan planning organizations to report annually on funds obligated by FHWA and FTA. The purpose is to further transparency of the federal government’s role in transportation. RVMPO coordinates with member jurisdictions and state and federal agencies to keep the program current and develop the annual obligations report. TIP amendments generally are initiated by sponsoring agencies. Amendments are reviewed by the public and the TAC and PAC. The advisory committees forward recommendations to the Policy Committee, which is responsible for approving the TIP and any changes to it (beyond minor, “administrative modifications,” which RVMPO manager is authorized to make under 23 CFR 450 to address project changes such as phase costs and minor shifts in fund sources). All amendments are forwarded to the ODOT STIP coordinator. RVMPO coordinates the amendment process so member jurisdictions will be aware of the progress of projects.

In some instances, TIP amendments can trigger requirements for a new air quality conformity determination. Conformity activities will be determined through interagency consultation conducted by RVMPO (see Task 2.2: Air Quality Conformity for details). Consultation occurs on all full TIP amendments. Full amendments require a public hearing with 21-day public notice and Policy Committee approval. Any necessary amendments to the 2042 RTP are addressed in Subtask 3.2.

Deliverables:

- Amended/Updated 2018-2021 TIP
- Development and adoption of 2021-2024 TIP
- Annual Listing and Status of Federally-funded projects published on the RVMPO website

Timeframe:

- TIP and Amendments - Ongoing July – June

- Obligated Funds Report – December 2018 (subject to availability)

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, USDOT

Subtask 2.2 Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality (CMAQ) Program Funds Management

Work Task Budget: \$28,425

FHWA MPO Planning Funds, \$20,247

ODOT Match for FHWA-PL funds, \$2,317

FTA 5303 Metropolitan Planning Funds, \$5,862

RVMPO Dues \$0

In-Kind Match, \$0

Subtask consists of maintaining regular accounting of fund balances, staying current on fund rules and eligibility, participating statewide in allocation of funds.

The TAC will determine if changes to the project selection criteria and application materials is necessary as part of the next discretionary funding project selection process. Staff will facilitate the process.

Also, funds programmed in the current TIP will be monitored. The RVMPO coordinates with ODOT to track fund balances. Subsequent changes to projects through FY2021 will need to be tracked to maintain fund balances to ensure that funds are programmed appropriately. Administrative duties will be performed as needed. The RVMPO will continue to work with ODOT to ensure CMAQ project eligibility and also ensure the completion of USDOT CMAQ annual reports which require a description of the qualitative and quantitative benefits of CMAQ projects.

Deliverables:

- Administration of STBG and CMAQ funds.
- Updating criteria, evaluation matrices, applications and support documents as needed for allocation of future STBG and CMAQ funds.

Timeframe: Ongoing July - June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT

Subtask 2.3 Local Jurisdiction Coordination & Technical Assistance

Work Task Budget: \$14,213

FHWA MPO Planning Funds, \$10,123

ODOT Match for FHWA-PL funds, \$1,159

FTA 5303 Metropolitan Planning Funds, \$2,931

MPO Dues, \$0

In-Kind Match, \$0

The RVMPO must maintain a continuing, cooperative and comprehensive planning process that results in plans that are consistent with other transportation planning activities in the Rogue Valley and in the state. There is a growing demand for MPO participation and resources for state and regional planning as well as assistance locally. RVMPO staff participates in technical advisory committees – both at the state and local levels, passing on information, providing local input and coordinating with member jurisdictions at key decision points. RVMPO staff also coordinates with ODOT on projects including

statewide multimodal and modal/topic planning, state greenhouse gas reduction planning and the Oregon Model Steering Committee. At the local level, RVMPO staff also coordinates with the Rogue Valley Transit District (RVTD) in its regional planning efforts.

Critically, the RVMPO provides coordination between the local jurisdictions land use planning efforts and the regional transportation planning efforts by ensuring that local Transportation Systems Plans and the MPO's Regional Transportation Plan are consistent. Additionally, RVMPO staff provides technical assistance to member jurisdictions through its GIS technical support and/or by supplying data, participating in committees, and helping the agencies in their efforts to be consistent with the RTP.

Coordination with other agencies also requires participation in local task forces, steering committees, project teams, advisory committees and subcommittees associated with transportation planning efforts in the Rogue Valley, including the Rogue Valley Area Commission on Transportation (RVACT) and the Middle Rogue MPO. Below is a list of the various committees the RVMPO participates on.

Committee Participation

- Transportation Advocacy Committee (TRADCO)
- Oregon Metropolitan Planning Organization Consortium (OMPOC)
- Oregon MPO/Transit District Committee
- Oregon Modeling Steering Committee
- Oregon STIP Coordinators
- Local TSP Update Technical Committees
- ODOT Corridor Planning
- ODOT Interchange Area Management Plans (IAMPs)

a) **Continuing, Cooperative and Comprehensive Planning Process**

Deliverables:

- Attendance and participation at appropriate meetings
- Comprehensive and coordinated projects

Timeframe: Ongoing July – June

Lead Agency: RVCOG

Another objective under this element is to ensure consistency between the RTP and local plans such as TSPs, and to maximize the efficiency of the transportation system by helping communities integrate transportation and land use planning principles. Duplication of effort can also be minimized through communication and coordination provided in this task. Below is the status of MPO jurisdiction TSP's.

- Ashland – Adopted update in 2012
- Talent – Adopted update in August 2015.
- Phoenix – Adopted October 2016
- Jacksonville – Adopted update in 2009
- Medford – Adopted update in late 2018
- Central Point – Adopted update in 2008
- Eagle Point – Adopted update in 2010
- Jackson County Adopted update in 2017.

RVMPO staff participates on local TSP technical advisory committees to ensure that the work is coordinated and consistent with the RTP.

b) **Ensure Consistency of Local Plans and RTP**

Deliverables: Provision of technical assistance, as needed/requested.

Timeframe: Ongoing July – June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions

Subtask 2.4 Air Quality Conformity/SIP Implementation

Work Task Budget: \$18,950

FHWA MPO Planning Funds, \$13,498

ODOT Match for FHWA-PL funds, \$1,545

FTA 5303 Metropolitan Planning Funds, \$3,908

RVMPO Dues, \$0

In-Kind Match, \$0

Air quality conformity determinations are a required component of the RTP and TIP and all amendments that expand vehicular capacity (non-exempt projects). The RVMPO will prepare air quality conformity determinations as needed to respond to plan and program amendments. The most recent air quality conformity determination was made in March 2017 for the 2017-2042 RTP and 2018-2021 TIP. This updates the prior RTP conformity on August of 2014. The RVMPO follows federal requirements for interagency air quality consultation and public involvement procedures outlined in the MPO's Public Participation Plan for RTP and TIP amendments, and Air Quality Conformity Determinations. Funds for this task reflect the additional amount of staff time required to coordinate with Sierra Research (RVMPO's MOVES modeling consultant) to develop data and run MOVES. Conformity training and practice as well as other air-quality-related training will occur under this task.

A PM₁₀ State Implementation Plan (SIP) is in place for the region, setting a regional emissions budget for on-road sources. A Carbon Monoxide SIP is in place in Medford, which sets a CO emissions budget for Medford on-road source emissions. The RVMPO will continue to coordinate with DEQ, ODOT, EPA, FTA and FHWA to maintain transportation conformity status, including any coordination and consultation necessary. A CO Limited Maintenance Plan was completed by ODEQ in June 2015 and a public hearing held in Medford on September 17, 2015. The Environmental Quality Commission (EQC) held a hearing on December 9, 2015 and submitted the SIP to EPA on December 11, 2015. EPA approved the adequacy determination in March 2016. Upon EPA's approval of the adequacy determination, the MPO will not be required to perform a regional emissions analysis to demonstrate conformity for CO. There really won't be much time savings in doing the PM₁₀ modeling only vs. both pollutants as was done for the last TIP and RTP update. The non-attainment seasons are slightly different for each pollutant (slightly shorter for CO). But all the other inputs are the same. Plus the consultant has to estimate fugitive dust emissions for PM₁₀ outside MOVES.

a) **TIP / RTP Conformity Document**

Deliverables: Air Quality Conformity Determination documents as necessary.

Timeframe: July through June, as needed

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, USDOT, and DEQ

b) Interagency Consultation

Deliverables: Coordination with DEQ, ODOT, EPA, FHWA and FTA on conformity issues; Conformity consultation, training, reporting.

Timeframe: July - June as needed

Lead Agency: RVCOG; *Supporting Agencies:* ODOT, USDOT, EPA and DEQ

c) Staff Training

Deliverables: Staff trained to assist in running MOVES for conformity documents; maintain currency on conformity-related matters

Timeframe: July – June

Lead Agency: RVCOG

Subtask 2.5 Performance Measures Implementation and State and Federal Partner Coordination

Work Task Budget: \$23,688

FHWA MPO Planning Funds, \$16,872

ODOT Match for FHWA-PL funds, \$1,931

FTA 5303 Metropolitan Planning Funds, \$4,885

RVMPO Dues, \$0

In-Kind Match, \$0

Subtask consists of implementing Federal Performance Measures as they come online. This effort will require coordination with our state and federal partners. This subtask is also aimed at being a charge account for unanticipated additional efforts that come into play subsequent to the Unified Planning Work Program being adopted. This task will include any necessary data collection and reporting as required by federal and/or state law. An annual safety report on crash data (provided by ODOT) will be published.

Additionally, the RVMPO will begin to review and update its project selection criteria with an eye towards the federal performance measures and targets set by and adopted by the Oregon DOT and RVMPO.

Deliverables:

- Implementation of Federal Performance Measures.
- Updating and maintaining necessary data bases and reports.
- Annual Safety Report
- Update of Project Selection Criteria

Timeframe: Ongoing July - June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, USDOT

Task 3.0 Long Range Planning

Budget: **\$23,688**

Funding Source: **FHWA MPO Planning Funds, \$16,872**
ODOT Match for FHWA-PL funds, \$1,931
FTA 5303 Metropolitan Planning Funds, \$4,885
RVMPO Dues, \$0
In-Kind Match, \$0

Description: The RVMPO is committed to maintaining and updating the RTP to conform to federal transportation planning requirements as set forth in the FAST Act, the Oregon Transportation Plan, Oregon Highway Plan, and other statewide modal plans, and the Oregon Transportation Planning Rule for urbanized metropolitan planning organizations. Additionally, RVMPO will continue participating in committees, conducting research and other work to be ready to comply with anticipated state and/or federal requirements for long-range performance measures and greenhouse gas emission reductions.

Objective: *To complete the work necessary to maintain the 2017-2042 RTP.*

Agencies to Coordinate: RVMPO member jurisdictions, ODOT, DEQ, DLCD, and USDOT

Subtask 3.1 Intelligent Transportation System Operations & Implementation Plan Coordination

Work Task Budget: \$4,738

FHWA MPO Planning Funds, \$3,374
ODOT Match for FHWA-PL funds, \$386
FTA 5303 Metropolitan Planning Funds, \$977
RVMPO Dues, \$0
In-Kind Match, \$0

The update to the 2016 Rogue Valley ITS Plan was adopted in May 2017. This task for FY 2020 will focus on working with ODOT, the consultant team, MPO staff, Project Advisory Committee (PAC) and stakeholders to maintain the plan.

Deliverables:

- Maintain and update RVITS plan and architecture as needed

Timeframe: Ongoing July to June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, USDOT

Subtask 3.2 2017 – 2042 RTP Implementation

Work Task Budget: \$18,950

FHWA MPO Planning Funds, \$13,498
ODOT Match for FHWA-PL funds, \$1,545
FTA 5303 Metropolitan Planning Funds, \$3,908
MPO Dues, \$0
In-Kind Match, \$0

The Regional Transportation Plan (RTP) Update for the Rogue Valley Metropolitan Planning Organization was adopted effective March 28, 2017. This task will implement and maintain the plan. The updated RTP introduces performance indicators, which will require additional elaboration consistent with any new FAST Act requirements, as well as development of measurement matrices, all of which would be addressed here. Continuation of other long-range planning, including the integration of MPO planning with the Regional Problem Solving plan (the region's future Urban Reserve growth areas) would occur here.

RVMPO will continue participating with jurisdictions in the implementation of the RPS plan. The plan requires development of master plans for future urban areas. Those plans must include transportation, and RVMPO will continue to contribute in this planning.

Deliverables and Timeframe:

- Amend 2042 RTP, as needed, July-June

4.0 Data Collection/Analysis

Budget: **\$33,163**

Funding Source: **FHWA MPO Planning Funds, \$23,621**
ODOT Match for FHWA-PL funds, \$2,704
FTA 5303 Metropolitan Planning Funds, \$6,838
RVMPO Dues, \$0
In-Kind Match, \$0

Description: This work task involves the collection and analysis of data in support of all regional transportation planning studies and associated planning undertaken by RVMPO. It includes support for RVMPO's ongoing collaboration with ODOT Transportation Planning and Analysis Unit on the regional travel demand model and development of new planning tools, such as scenario planning software.

Objective: *Data collected will be used to identify relationships among social, economic, development and transportation system factors that affect traveler decisions, and the travel patterns that result. Data collection and analysis can also be helpful in determining identifying and addressing Title VI and Environmental Justice considerations as well as contribute to other planning efforts.*

Agencies to Coordinate: RVCOG and funding agencies, ODOT, DEQ, DLCD, and USDOT.

Subtask 4.1 Research and Analysis Program; Travel Demand Model Support & Development Work Task Budget: \$23,688

FHWA MPO Planning Funds, \$16,872
ODOT Match for FHWA-PL funds, \$1,931
FTA 5303 Metropolitan Planning Funds, \$4,885
RVMPO Dues, \$0
In-Kind Match, \$0

This task continues work to strengthen analysis capacity within the RVMPO. It will address improvements to the region's travel demand model, using new statewide household activity survey and U.S. Census data, and related needs. This work implements goals identified in a Policy Committee visioning process conducted in FY 2010.

ODOT Transportation Planning and Analysis Unit (TPAU) provides the RVMPO with support for travel demand modeling. TPAU originally built and now runs the model. Land use updates were made in 2012 and the model was recalibrated to 2010 for the 2042 RTP update.

Activity Based Model (ABM) development – over the next 2 years a new generation travel demand model will be under development. The new development will be under the Activity Based Model platform as opposed to the trip-based modeling platform that has been used in Oregon in the past. The ABM is anticipated to allow for a better representation of non-auto modes as well as a better representation of pricing (ex. parking / VMT tax) and technology options (ex. Telecommuting, vehicles on demand) and will therefore be better suited to help the MPO address the larger question set that is anticipated over the next several years and decades. The development and testing is being completed using the pre-developed and available design CT-RAMP, which stands for Coordinated Travel – Regional Activity Modeling Platform. CT-RAMP has been initially deployed for testing in the MRMPO and RVMPO areas and will go further testing and calibration over the next 2 years. The ABM uses synthetic household data that would help with equity and transit issues in addition to more policy scenario evaluations for the regions.

GIS activities are addressed here as well. RVMPO GIS is an important resource tool for planning as well as being critical to complying with visualization requirements in public participation. Maps and data need to be updated periodically with new information to better inform the public about the attributes of the regional transportation system and factors affecting its performance. During FY2018, the RVMPO will update project maps and databases to be consistent with current GIS information. Funding includes software license purchases for RVMPO staff, and management and storage of GIS files.

Deliverables: Technical memos, data and information for RVMPO and jurisdiction projects, outreach, consultation with RVMPO committees, ODOT TPAU, Oregon Model Steering Committee, Oregon MPOs, Oregon Household Activity Survey, USDOT, EPA.

- Travel Demand Model Maintenance and Support (assisting and coordinating with TPAU on all tasks including:
 - Updates to area travel model
 - Model Validation reports
 - Updates to model documentation
 - Project and policy analyses modeling
 - Travel forecasts for air quality analyses
 - Traffic volume and level-of-service maps as requested
 - Other model outputs as requested, including percent change in VMT, VHT, mode-split, ridership numbers
 - Staff and equipment needed to complete projects in a timely manner
 - Staff training, consultation, coordination with TPAU
 - Base year and future year scenario land use updates (household, population and employment), and supportive land use place type mapping
 - Regional Transportation Plan update

- Local jurisdictional Transportation System Plan
- Oregon Household Activity Survey
 - Coordination on application of survey data
 - Explore use of data to inform other planning efforts
 - Collate and disseminate survey results
- Coordination and planning for Oregon greenhouse gas reduction requirements.
- RVMPO GIS
 - Updated RVMPO GIS data and maps
 - GIS data management, file storage
 - GIS user licenses

Timeframe: Ongoing July – June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, TPAU

Subtask 4.2 Data Collection/Analysis for Addressing Title VI/Environmental Justice

Work Task Budget: \$9,475

FHWA MPO Planning Funds, \$6,749

ODOT Match for FHWA-PL funds, \$772

FTA 5303 Metropolitan Planning Funds, \$1,954

RVMPO Dues, \$0

In-Kind Match, \$0

This task implements RVMPO Public Participation Plan, updated in August of 2018, and the Environmental Justice and Title VI Plan, updated in August 2014, to maintain compliance with Title VI and Environmental Justice considerations. Information contained in the plan about locations and numbers of target populations has become a reference for RVMPO project funding decisions. In evaluating project applications, RVMPO considers impacts on EJ populations as identified in the Plan. Therefore it is important for the plan to contain up to date information. For FY2020, this task will maintain the Public Participation Plan and Title VI/EJ Plan.

This task also maintains the Title VI officer, environmental justice reporting and plan-approval requirements, and Civil Rights complaint process as required by state and federal law. Task provides for continuing education of Title VI officer in legal requirements, strategies and best practices relative to maintaining compliance with state and federal laws and guidance. Outreach and planning relating to locations of protected populations will be coordinated through the Title VI officer.

Deliverables:

- Update to the Environmental Justice and Title VI Plan, August 2018
- RVMPO Title VI/EJ report
- Maintain Title VI officer position, and
- Maintain GIS maps of distribution of minority and low-income populations.

Timeframe: Ongoing July - June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, TPAU, ODOT, USDOT

5.0 Transit Coordination

Budget: **\$138,154**

Funding Source: ***FHWA MPO Planning Funds, \$20,247***
ODOT Match for FHWA-PL funds, \$2,317
FTA 5303 Metropolitan Planning Funds, \$90,862
RVTD Funding Match, \$24,729

Description: This task involves coordination with RVTD on the update of their Transit Master Plan, assisting with the development of their Safety Action Plan, as well as providing RVTD with \$85,000 in 5303 planning funds towards their Bus Priority Signal System Implementation Plan.

Objectives: To provide planning assistance when and where needed on the ongoing tasks undertaken by RVTD

Subtask 5.1 ***Transit Planning Assistance***

Work Task Budget: \$18,950

FHWA MPO Planning Funds, \$13,948
ODOT Match for FHWA-PL funds, \$1,545
FTA 5303 Metropolitan Planning Funds, \$3,908
RVMPO Dues, \$0
In-Kind Match, \$0

This task is to assist the Rogue Valley Transit District with transit planning including wrapping up the RVTD's Transit Master Plan.

Deliverables:

- Technical memos as defined in the Scope of work which include review of existing plans and programs of local governments and how they may or may not pertain to transit operations.

Timeframe: July – June

Lead Agency: RVCOG & RVTD

Subtask 5.2 *Funding Assistance for Transit Signal Priority Plan*

Work Task Budget: \$94,729

FHWA MPO Planning Funds, \$0

ODOT Match for FHWA-PL funds, \$0

FTA 5303 Metropolitan Planning Funds, \$85,000

RVMPO Dues, \$0

Local Match, \$9,729

The RVMPO has provided to RVTD \$85,000 in carry-over FTA Sec. 5303 funds which RVTD has agreed to match to the amount of \$9,729. RVTD intends to pursue an implementation plan for an identified Transit Signal Priority System

Deliverables:

- Transit Signal Priority System Implementation Plan.

Timeframe: July – June

Lead Agency: RVTD

Figure 3: Summary RVMPO 2019-20 Budget – Transportation Planning Funds by Source & Activity

RVMPO FY 2019-20 UPWP BUDGET							
Transportation Planning Funds by Source and Activity							
	FHWA MPO Planning Funds (1)	State Match (1)	FTA 5303 (2)	In-Kind/Local Match (2)	MPO Dues (3)	Region 3 Planning Funds (4)	Total Budget (5)
Work Tasks							
1. Program Management (150)							
1.1 Office & Personnel Mgmt: Fiscal & Grant Admin.	\$172,095	\$19,697	\$49,823	\$5,702	\$28,981	\$0	\$276,299
1.2 UPWP Development & UPWP Progress	\$6,749	\$772	\$1,954	\$224	\$0.0	\$0	\$9,699
1.3 Public Education and Involvement Program	\$13,498	\$1,545	\$3,908	\$447	\$0.0	\$0	\$19,397
Totals	\$192,342	\$22,014	\$55,684	\$6,373	\$28,981	\$0	\$305,395
2. Short Range Planning (122)							
2.1 TIP Activities (701)	\$23,621	\$2,704	\$6,838	\$783	\$0.0	\$0	\$33,946
2.2 STBG & CMAQ Project Funds Management (702)	\$20,247	\$2,317	\$5,862	\$671	\$0.0	\$0	\$29,096
2.3 Local Jurisdiction Technical Assistance (723)	\$10,123	\$1,159	\$2,931	\$335	\$0.0	\$0	\$14,548
2.4 Air Quality Conformity (704)	\$13,498	\$1,545	\$3,908	\$447	\$0.0	\$0	\$19,397
2.5 State and Federal Partner Coordination (725)	\$16,872	\$1,931	\$4,885	\$559	\$0.0	\$0	\$24,247
Totals	\$84,361	\$9,655	\$24,423	\$2,795	\$0	\$0	\$121,234
3. Long Range Planning (131)							
3.1 ITS Operations & Implementation Plan Coordination (705)	\$10,123	\$1,159	\$2,931	\$335	\$0.0	\$0	\$14,548
3.2 RTP Implementation (706)	\$13,498	\$1,545	\$3,908	\$447	\$0.0	\$0	\$19,397
Totals	\$23,621	\$2,704	\$6,838	\$783	\$0	\$0	\$33,946
4. Data Development (137)							
4.1 Research & Analysis Program (709)	\$16,872	\$1,931	\$4,885	\$559.1	\$0.0	\$0	\$24,247
4.2 Data collection/analysis for Title VI & EJ (710)	\$6,749	\$772	\$1,954	\$223.6	\$0.0	\$0	\$9,699
Totals	\$23,621	\$2,704	\$6,838	\$783	\$0	\$0	\$33,946
5. Transit (160)							
5.1 Transit Planning Assistance to RVTD	\$13,498	\$1,545	\$3,908	\$447	\$0	\$0	\$19,397
5.2 Funding Assistance for Transit Signal Priority System	\$0	\$0	\$85,000	\$9,729	\$0	\$0	\$94,729
Totals	\$13,498	\$1,545	\$88,908	\$10,176	\$0	\$0	\$114,126
Totals	\$ 337,442	\$38,622	\$182,692	\$20,910	\$28,981	\$0	\$608,647

(1) FHWA MPO Planning funds are allocated to the RVMPO by formula and consist of 89.73% federal funds and 10.27% state match. Federal Share: \$337,442; Oregon Match: \$38,622 for a Total of \$376,064 for FY 2019-20.

(2) FTA Section 5303 funds are provided for metropolitan planning activities. Total 2018 allocation consists of 89.73% federal (\$97,692) and a required 10.27% local share (\$20,910) which includes both in-kind match and \$9729 in hard match being provided by RVTD.

(3) MPO annual dues are paid by MPO member jurisdictions: Ashland, Talent, Jacksonville, Eagle Point, Medford, Central Point, Phoenix, Jackson County.

4) ODOT Region 3 Planning funds

5) RVCOG acting on behalf of the the RVMPO will apply for and otherwise obtain these funds. RVCOG will carry out the tasks described in this UPWP.

Note: *The revenues contained in the UPWP represent the best estimates of expected funding and planning priorities at this time. These priorities and funding levels may change over time. Actual ODOT funding commitments are finalized through specific IGAs. The identified dollar amounts may include subcontracted activities.*

Exhibit A: RVMPO Transportation Planning Area

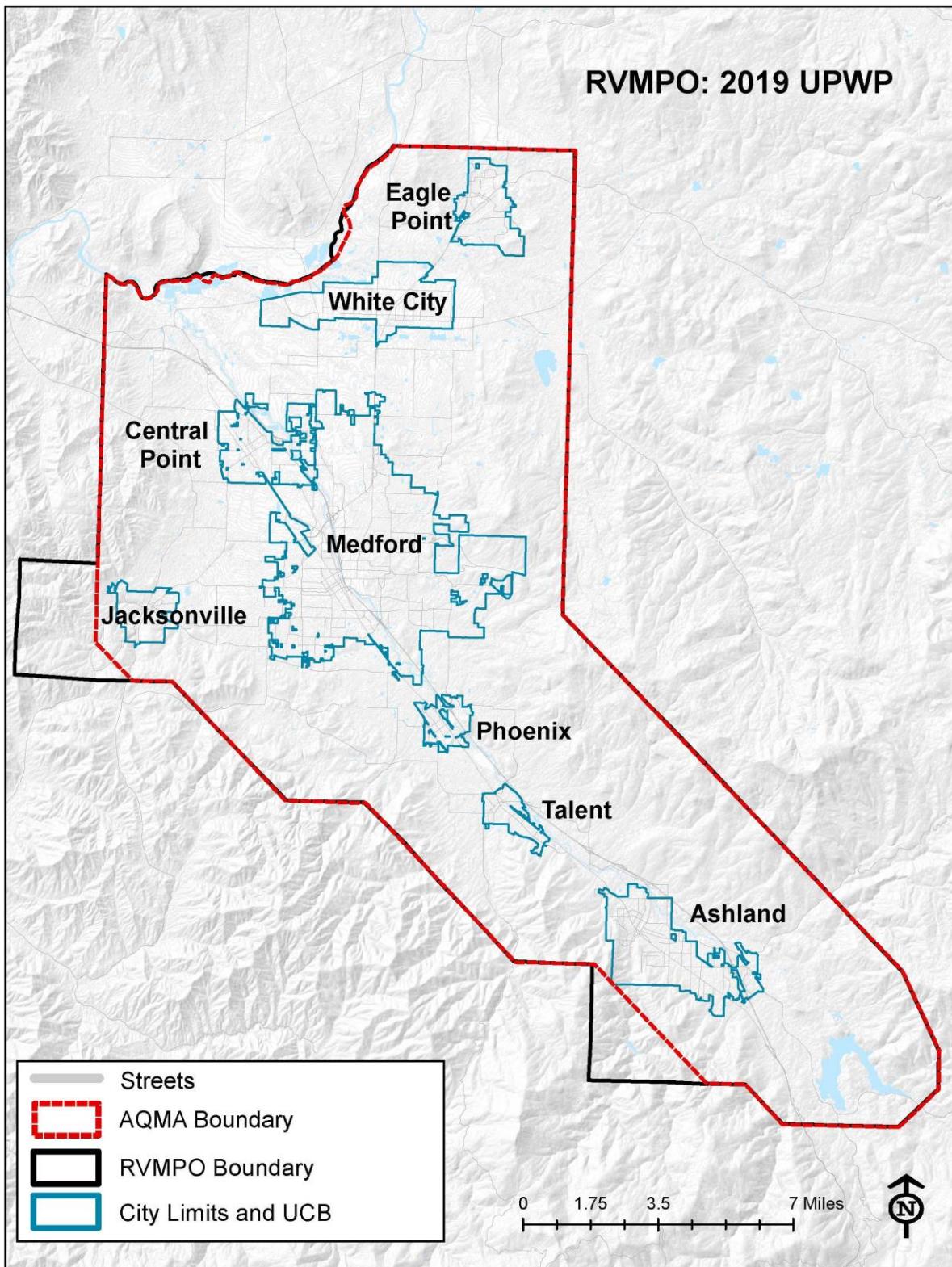


Exhibit B: RVMPO Designation Resolution

RESOLUTION NO. 82-1-MPO

A RESOLUTION relating to the designation of the ROGUE VALLEY COUNCIL OF GOVERNMENTS (RVCOG), by the Governor of the State of Oregon, as the METROPOLITAN PLANNING ORGANIZATION (MPO) for the Greater Medford urbanized area.

WHEREAS, the Greater Medford urbanized area has been designated, on the basis of the 1980 Census, a Metropolitan Statistical Area; and

WHEREAS, multi-jurisdictional transportation planning within the urbanized area will involve, at least, the City of Medford, the City of Central Point, Jackson County, Rogue Valley Transportation District, and the State of Oregon; and

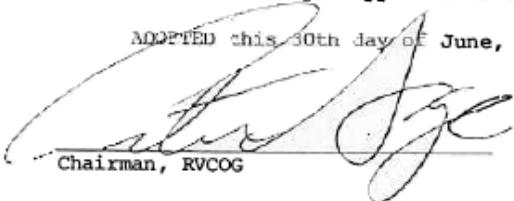
WHEREAS, the ROGUE VALLEY COUNCIL OF GOVERNMENTS is the appropriate agency to coordinate and perform areawide planning functions within the urbanized area;

NOW, THEREFORE, BE IT RESOLVED BY THE ROGUE VALLEY COUNCIL OF GOVERNMENTS:

That it is willing to assume the role and responsibilities of a Metropolitan Planning Organization (MPO) for the Greater Medford urbanized area, as designated by the Governor, PROVIDED that the financial resources needed to carry out such a role and responsibilities are available and contributed by all parties involved, as appropriate, and

That the Executive Director of RVCOG be authorized to execute the necessary contracts and memorandums of understanding with the State upon completion of legal reviews, and upon approval of the Council.

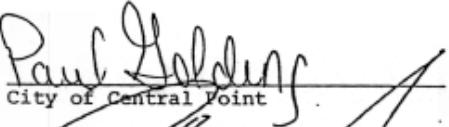
ADOPTED this 30th day of June, 1982.


Chairman, RVCOG

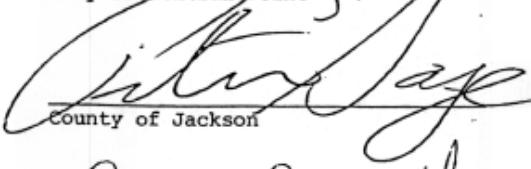
ATTEST:

Clifford E. Hinckley


Donald O. Birnland
Executive Director, RVCOG (Acting)

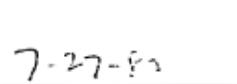

Paul Holdens

CONCURRENCE IN MPO DESIGNATION:


Victor Atiyeh
County of Jackson


Governor Victor Atiyeh
State of Oregon


David B. Arneson
Rogue Valley Transportation Dist.


7-27-82

PART II -- RVCOG Transportation Functions

Task 6 Support to ODOT Region 3

Total Budget: \$120,000

Funding Source: Region 3 Planning Funds (ODOT)

The Rogue Valley Council of Governments provides staff support to ODOT for administrative support to the Rogue Valley Area Commission on Transportation (RVACT).

Task 6.1 Rogue Valley Area Commission on Transportation (RVACT)-Support

Description: RVACT was chartered by the Oregon Transportation Commission (OTC) in March of 1997 and is an advisory committee to the OTC and ODOT. It represents the Jackson and Josephine County geographic area. RVACT is comprised of elected officials and local residents. RVACT's mission is to:

1. Provide a forum for communicating, learning and understanding transportation issues as they effect the two counties' economic opportunities and livability;
2. Prioritize state transportation infrastructure and capital investments through the development of an implementation strategy that supports transportation plans related to the Rogue Valley Area; and
3. Advise the Oregon Transportation Commission on state and regional policies affecting the Area's transportation systems.

Key tasks: Coordination with Region 3 and District 8 ODOT staff in the Statewide Transportation Improvement Program (STIP), preparing monthly agenda materials, meeting notices and correspondence for RVACT meetings. Also, RVCOG staff assists in the preparation of Southern Oregon region Oregon Transportation Commission (OTC) meetings.

Deliverables: Agenda materials, information packets, public notices, technical reports and other documents as requested by ODOT.

Timeframe: Ongoing July-June (through 2021)

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT

PART III—ODOT Planning Projects

The projects listed below will be worked by ODOT in FY2019-20. They are listed for informational purposes and to coordinate this work among ODOT, the RVMPO and RVTD. This coordination is in accordance with *CFR §450.314 Metropolitan transportation planning process: Unified planning work programs and §450.318.*

Project	Description	Total Budget (Estimate)	Funding	Project Start (Estimated)	Project Finish (Estimated)
I-5, Exit 30 IAMP	Develop interchange plan and protection policies for future interchange	\$115,000	State Planning & Research (Federal)	April 2019	June 2021
Region 3 ITS Plan	Develop Region 3 ITS Plan for Jackson, Josephine, Douglas, Coos, Curry	\$80,000	State Planning & Research (Federal)	August 2019	August 2020
Hwy 62 Bypass Unit 4: Goal Exceptions	Goal Exceptions for Hwy 62 Bypass project	\$35,000	State Planning & Research (Federal)	November 2018	September 2019
RVTD Master Plan Update	Update to the Rogue Valley Transit District Master Plan	\$100,000	State Planning & Research (Federal)	August 2017	September 2019
Jackson County Active Transportation Plan	Development of Jackson County's Active Transportation Plan	\$10,000	State Planning & Research (Federal)	March 2018	September 2019

*IAMP: Interchange Area Management Plan

The Public can access information about these projects on ODOT's website:

<http://www.oregon.gov/ODOT/HWY/REGION3/pages/index.aspx>

The ODOT planning projects listed above will be coordinated with the RVMPO. MPO staff will serve on the various technical advisory committees to provide input in relationship to RTP goals and policies. The planning documents developed for these projects will be reviewed by MPO staff for consistency with the RTP.

PART IV – RVTD Planning Projects

RVTD will continue the development of their Transit Master Plan which is funded, in part, by the Oregon Department of Transportation. The RVCOG staff will assist with this effort. This coordination is in accordance with *CFR §450.314 Metropolitan transportation planning process: Unified planning work programs and §450.318.*

Transportation Planning Acronyms

ACT:	Area Commission on Transportation.
ADA:	Americans with Disabilities Act.
ADT:	Average Daily Traffic.
AMPO	Association of Metropolitan Planning Organizations
AQMA:	Air Quality Maintenance Area.
CAAA:	Clean Air Act Amendments.
CIA	Citizen Involvement Areas
CMAQ:	Congestion Mitigation & Air Quality (federal funding program).
CO:	Carbon Monoxide.
DLCD:	Department of Land Conservation and Development
EPA:	Environmental Protection Agency
FAST Act	Fixing America's Surface Transportation Act
FHWA:	Federal Highway Administration
FTA:	Federal Transit Administration
GIS:	Geographic Information Systems
IAMP	Interchange Area Management Plan
IGA	Intergovernmental Agreement
ITS:	Intelligent Transportation Systems.
LMP	Limited Maintenance Plan
LOS:	Level of Service, a range of operating conditions for each type of road facility.
MAP-21	Moving Ahead for Progress in the 21 st Century, 2012 transportation act
MRMPO	Middle Rogue Metropolitan Planning Organization
MOU:	Memorandum of Understanding.
MPO:	Metropolitan Planning Organization, a planning body in an urbanized area over 50,000 population which has responsibility for developing transportation plans for that area.
TIP:	Metropolitan Transportation Improvement Program.
NAAQS:	National Ambient Air Quality Standards.
NHS:	National Highway System.
NTI:	National Transit Institute
OAR:	Oregon Administrative Rules.
ODEQ	Oregon Department of Environmental Quality
ODFW:	Oregon Department of Fish and Wildlife.
ODOT:	Oregon Department of Transportation.
OHAS:	Oregon Household Activity Survey
OHP	Oregon Highway Plan
ORS:	Oregon Revised Statutes.
OSTI:	Oregon Sustainable Transportation Initiative
OTC:	Oregon Transportation Commission, ODOT's governing body.
OTP:	Oregon Transportation Plan.
PL112:	Public Law 112, Federal Planning Funds.
PM ₁₀ :	Particulate Matter of less than 10 Micrometers.
PM _{2.5} :	Particulate Matter of less than 2.5 Micrometers.
PAC	Public Advisory Council
RPS:	Regional Problem-Solving – RVCOG study examining how to plan for double the current population.

RTP:	Regional Transportation Plan.
RVACT:	Rogue Valley Area Commission on Transportation.
RVCOG:	Rogue Valley Council of Governments.
RVITS:	Rogue Valley Intelligent Transportation System
RVTD:	Rogue Valley Transportation District.
SIP:	State Implementation Plan (refers to DEQ air quality plans).
SOV:	Single Occupancy Vehicle.
STA:	Special Transportation Area.
STIP:	Statewide Transportation Improvement Program.
STBG:	Surface Transportation Block Grant.
TAC:	Technical Advisory Committee.
TAZ:	Transportation Analysis Zones.
TCM:	Transportation Control Measures.
TDM:	Transportation Demand Management.
TIP:	Transportation Improvement Program.
TOD:	Transit Oriented Development.
TPAU:	Transportation Planning Analysis Unit.
TPR:	Transportation Planning Rule.
TSP:	Transportation System Plan.
UGB:	Urban Growth Boundary.
UPWP:	Unified Planning Work Program.
USDOT:	U.S. Department of Transportation (includes all modal agencies)
V/C:	Volume to Capacity
VMT:	Vehicle Miles Traveled