

**Regional Transportation Commission
of Washoe County**

UNIFIED PLANNING WORK PROGRAM

FY 2026 – FY 2027: July 1, 2025 to June 30, 2027



April 2025

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Building a Better Community through Quality Transportation

**REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY**

**UNIFIED PLANNING WORK PROGRAM
FY 2026 – FY 2027**

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UNIFIED PLANNING WORK PROGRAM

FY 2026 – FY 2027

1.0 INTRODUCTION

The Unified Planning Work Program (UPWP) is a statement of work identifying the planning priorities and activities to be carried out within the metropolitan planning area which it covers. It must include, at minimum, a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds. As the Metropolitan Planning Organization (MPO) for the Truckee Meadows region, the Regional Transportation Commission of Washoe County (RTC) is responsible for developing the UPWP to govern work programs for the expenditure of Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) planning funds.

RTC develops a biennial UPWP which is executed through annual agreements with the Nevada Department of Transportation (NDOT) as the administrator of the federal funds. The Federal Fiscal Years 2026 – 2027 UPWP describes transportation planning activities scheduled in the Truckee Meadows region during the period July 1, 2025, to June 30, 2027. These activities will be undertaken by RTC utilizing the annual federal funding allocations from FHWA and FTA as well as local funds.

1.1 Transportation Planning Process

RTC administers the federally required transportation planning process within the metropolitan planning area (MPA), ensuring a regional approach to transportation planning by carrying out a cooperative, continuing, and comprehensive planning process in coordination with its three member entities of City of Reno, City of Sparks, and Washoe County, as well as with other partners. The RTC planning process considers all modes of transportation and yields plans and programs consistent with the planned development of the urbanized area. The state's MPOs and NDOT, in partnership with the FHWA Nevada Division Office and FTA Region 9 Office, have adopted a coordinated approach to transportation planning through the formal Planning Executive Group and various sub-committees. This coordinated approach allows for information sharing about data, needs assessments, funding projections, financial reporting, planning initiatives, project delivery and other issues. RTC participates in several multi-jurisdictional and multi-state investment studies coordinated through its local partners—including, but not limited to, Truckee Meadows Regional Planning Agency, Northern Nevada Public Health – Air Quality Management Division, Washoe County School District, Reno-Sparks Indian Colony, Reno-Tahoe Airport Authority, and NDOT.

As an organization that integrates the functions of the MPO, transit service provider, and regional street and highway program, and that coordinates activities across all levels (local, regional, state, and federal), RTC seamlessly integrates planning for multimodal transportation needs.

2.0 DUTIES AND FUNCTIONS

RTC will work with members and partners to fulfill the transportation planning and program requirements of the Infrastructure Investment and Jobs Act (IIJA), and other performance-based planning factors and emphasis areas developed under previous transportation bills. More information on how RTC considers and applies this federal guidance when developing tasks for the UPWP or other work programs can be found in Appendix B. Additionally, the public is provided the opportunity to comment on every aspect of the transportation planning process through public meetings, hearings, and individual correspondence, as provided by RTC's Public Participation Plan. Public and agency coordination is the cornerstone of the transportation planning process and ensures residents are given the opportunity to be part of the planning efforts that will shape their communities in the future. As described in section 1.1 above, these planning efforts are also coordinated with stakeholder agencies throughout the process.

Development of the UPWP includes review and comment by FHWA, FTA, and NDOT. Comments received are incorporated, as appropriate, into the final UPWP. Additionally, member entities are afforded the opportunity to formally submit planning study and activity proposals during a call for proposals period prior to development of the biennial UPWP. This process is described in the following section.

2.1 Call for Proposals

RTC conducts a call for proposals ahead of the development of its two-year UPWP cycle. The call is open to member entities, which may also sponsor a proposal for a non-profit, neighborhood group, or other organizations. RTC intends to fund proposals that include concept-level planning, analysis, and design initiatives. Proposals may encompass a specific site, corridor, neighborhood, or municipality. UPWP activities cannot be used for operations and management or capital activities. RTC carries out selected proposals and other tasks included in the UPWP in this manner.

Examples of eligible plan/study categories are included below. However, RTC fully considers other activities that meet the selection criteria.

- Bicycle, pedestrian, or Complete Streets
- Circulation, street connectivity, or access management
- Parking management
- Signage or wayfinding
- Traffic calming or road diet implementation
- Transportation system management and operations
- Resiliency
- Analysis of the effectiveness of innovative street treatments or designs
- Local freight analysis
- Public or group transportation
- Mobility management

- Micromobility
- Education/encouragement
- Transportation equity
- Safety and crash analysis/mitigation
- Transportation-related best practices in land-use zoning or comprehensive plans

RTC will administer and act as the lead on all planning activities approved for the FY 2026-2027 UPWP, including for those activities that involve consultant support, in which case RTC contracts and manages the consultant. However, applicant agencies are required to participate in any advisory committee or working group that is formed for the selected plan/study and be active partners for the duration of the planning process.

RTC selects proposals based on the identified need and ability to advance federal (Appendix B) and regional (Section 3.0) goals and priorities, as outlined in this document.

2.2 Advisory Committees

RTC is committed to community participation in all of its programs. As a part of community participation, citizen and governmental advisory committees meet monthly to give the RTC input on current issues. The Technical Advisory Committee (TAC) provides recommendations to the RTC Board on policy and issues and projects relative to public transportation, the regional street and highway system, pedestrian and bicycle facilities, and multimodal transportation planning. Among other objectives, the TAC provides review and comment on the development of a comprehensive, coordinated, and continuing planning process for the transportation system including the UPWP.

The Citizens Multimodal Advisory Committee provides information and advice to RTC staff and Board on transportation policy issues, development of transportation planning documents, and implementation efforts related to public transportation and the regional street and highway system (including active transportation facilities). Membership includes two employees of a company that contracts with the RTC to operate the public transit system, as required by Nevada Assembly Bill 214 (2023). The Bill requires that information and advice be provided to RTC concerning construction, installation and maintenance of benches, shelters, and transit stops for passengers of public mass transportation in Washoe County.

3.0 TRANSPORTATION PLANNING PRIORITIES FOR FY 2026 – FY 2027

This section describes the priorities of the RTC planning program for the next two years as well as major activities accomplished during the FY 2024 – FY 2025 cycle.

3.1 FY 2024 – FY 2025 Accomplishments

Major activities completed and significant accomplishments from the FY 2024 – FY 2025 UPWP cycle are noted below. Activities completed during the FY 2024 – FY 2025 cycle but

initiated during the prior cycle are noted. In addition to the activities noted below, several ongoing activities were completed or maintained during the cycle.

- Successful completion of the MPO certification review process.
- Adoption of the FFY 2023-2027 RTIP.
- Adoption of the 2050 RTP, 2025 Update. This process included a regional travel characteristics study as well as updates to the congestion management process and travel demand model.
- Adoption of the Coordinated Public Transit-Human Services Transportation Plan
- Completion of a regional travel characteristics study
- Recalibration of the travel demand model
- Adoption of the Active Transportation Plan.
- Adoption of the Regional Freight Plan.
- Completion of the 2024 Consensus Forecast (as developed by TMRPA).
- Adoption of the South Virginia Street Transit-Oriented Development Plan (initiated during the FY 2022 – FY2023 cycle).
- Adoption of the Verdi Area Multimodal Study (initiated during the FY 2022 – FY 2023 cycle).

The accomplishments noted above provide a foundation for many of the activities scheduled for and advance many of the priorities that will continue to be addressed in the FY 2026 – FY 2027 UPWP cycle.

3.2 2050 Regional Transportation Plan Goals

The RTC Board approved the resolution adopting the 2050 Regional Transportation Plan, 2025 Update (RTP) on February 21, 2025. The RTP reflects more than a year of community outreach and agency coordination and provides a balanced approach to improving safety, livability and regional connectivity. The plan represents the region's transportation vision and quality of life investments for the next 25 years.

The RTP draws from past state and local plans and programs, to help shape the goals, objectives, performance measures, and targets in future planning and programing processes. The goals in the RTP describe a desired end state for the regional multimodal transportation system over the next 25 years. These priorities are implemented through the planning projects in this UPWP. The UPWP links the long-range goals of the RTP to performance-based planning and project delivery. The goals established during the development of the RTP identify priorities for the region and guide the creation of objectives and evaluation criteria used to prioritize transportation projects. Linking project selection to these goals ensures the resulting projects can address the region's transportation priorities. The goals established in the RTP are displayed in the graphic below.

2050 RTP, 2025 Update Goals and Objectives

	Goal	Objective
1	Safety	Reduce Traffic Fatalities and Serious Injuries
2	Maintain Infrastructure Condition	Manage Existing Infrastructure Efficiently
3	Congestion Reduction	Manage Vehicle Travel Demand and Reduce Congestion
4	System Reliability and Resiliency	Integrate All Travel Modes and Increase Travel Options
5	Efficient Freight Movement and Economic Vitality	Improve the Movement of Freight and Goods
6	Equity and Environmental Sustainability	Promote Equity and Environmental Justice
7	Reduced Project Delivery Delays	Monitor Implementation and Performance
8	Accessibility and Mobility	Provide a Regional Transit System and Other Transportation Services
9	Integrated Land-Use and Economic Development	Improve Regional Connectivity

4.0 WORK ELEMENTS AND TASK DESCRIPTIONS

The UPWP has been organized into six major elements with each element subdivided into specific tasks. These tasks are directly linked to the region's long-term vision for the transportation system, as noted above and described in the RTP. The six major elements are as follows:

1. Administration
2. Development review for consistency with the Regional Transportation Plan (RTP)
3. Multimodal planning and programming
4. Street and highway planning
5. Public transportation
6. Air quality planning

This section describes the six major elements and the tasks within those elements. Each task includes a description and purpose, related work, expected work products, and a schedule and budget. Except as otherwise noted the RTC is the administrator of each of the tasks.

Each year, RTC receives an estimate from NDOT on the amount of federal transportation planning funds that will be available in the upcoming year. These funds, which come from both the FHWA and the FTA, are consolidated into an overall transportation planning grant (referred to as the Consolidated Planning Grant, or CPG), and provided to NDOT for administration and oversight. This amount is combined with any carryforward from the prior cycle, which is projected annually along with the estimate from NDOT to generate an

agreement for the execution of the UPWP. Federal CPG funds must be “matched” at a rate of at least five percent with non-federal funds.

RTC assesses the CPG allocation, the goals of the RTP, and other regional priorities to determine the planning studies and activities that are needed and will be funded for each cycle. Many of the planning activities are meant to inform future updates to regional planning documents, transportation policy development, and to help prioritize regional transportation investments. Activities are primarily scheduled for a particular cycle based on the urgency in which they need to be completed for RTC to meet its requirements as an MPO and for the work to inform scheduled regional planning and investment processes.

WORK ELEMENT: 1.0 ADMINISTRATION

ELEMENT DESCRIPTION

The tasks in this work element cover activities related to the overall administration of RTC's transportation planning program. All tasks are annual or ongoing activities undertaken to maintain compliance with federal/state regulations, organize and manage Planning Department activities and improve staff skills.

This element also funds the reproduction and distribution of the many required planning documents including the RTIP, RTP, UPWP, Public Participation Plan, and other documents mandated by IIJA. In addition, this work element funds the continuing, comprehensive, and cooperative planning and public involvement process required by IIJA, including publication of public notices and providing support to the RTC advisory committees.

RTC continues to work in coordination with local governments and state and federal transportation agencies to implement and accomplish planning programs. This occurs through the monthly meeting and review of the Technical Advisory Committee (TAC); monthly Planning Executive Group (PEG) and sub-group meetings with NDOT, FHWA, and the other Nevada MPOs; technical advisory groups for specific projects and studies; and many other committees and groups.

TASKS

1.1 Administration/Continuing Planning

Task Description and Purpose

Perform general administrative functions concerning the transportation planning program including preparation of administrative reports, analyses, budgets, goals and objectives, correspondence, documents, memos, etc. Also includes the time and materials used for the advertising, preparation and conducting of the public involvement activities including all RTC advisory committees and their subcommittees, the RTP Agency Working Group and any special committees convened to address regional transportation issues and other public meeting/involvement activities. Provide dues, subscriptions and professional memberships to organizations as appropriate.

Expected Products
Monthly agendas for advisory committees and general administrative functions
Miscellaneous reports, analyses, correspondence and memoranda

Anticipated Schedule	
Monthly agendas for advisory committees and general administrative functions	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Miscellaneous reports, analyses, correspondence and memoranda	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	n/a
Staff time	7,500 hours
Staff budget	\$410,543
Total budget	\$410,543
Federal CPG funds	\$390,016
Local funds	\$20,527

1.2 Unified Planning Work Program

Task Description and Purpose

The UPWP describes transportation planning activities scheduled in the region for each applicable cycle. It is part of a comprehensive, coordinated, and continuing planning process for the region's transportation system. Tasks include preparation and maintenance of the biennial UPWP and associated annual agreements, as well as regular reporting and collaboration with local, state, and federal stakeholders.

Expected Products

Expected Products
FY 2026 – FY 2027 UPWP quarterly and annual reports
Amendments to the FY 2026 – FY 2027 UPWP
An adopted FY 2028 – FY 2029 UPWP

Anticipated Schedule	
FY 2026 – FY 2027 UPWP quarterly and annual reports	By October 31; January 31; April 30; and July 31 each year
Amendments to the FY 2026 – FY 2027 UPWP	As needed; regular maintenance and coordination of UPWP is an ongoing task continued from prior cycles, throughout current cycle, and into future cycles
An adopted FY 2028 – FY 2029 UPWP	By June 30, 2027

Task Budget	
<i>Consultant budget</i>	<i>n/a</i>
<i>Staff time</i>	<i>275 hours</i>
<i>Staff budget</i>	<i>\$15,053</i>
<i>Total budget</i>	<i>\$15,053</i>
Federal CPG funds	\$14,300
Local funds	\$753

1.4 Statewide Planning

Task Description and Purpose

This task includes participation in the statewide transportation planning process including attendance and participation in the Planning Executive Group (PEG) and other project advisory committees, coordination on planning studies (i.e., Nevada Freight Plan) and data sharing efforts, involvement in the project selection process, input on safety improvements (i.e., through Safety Management Plans), and other applicable activities.

Expected Products
Coordinate state planning process and documents

Anticipated Schedule	
Coordinate state planning process and documents	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	<i>n/a</i>
<i>Staff time</i>	<i>475 hours</i>
<i>Staff budget</i>	<i>\$26,001</i>
<i>Total budget</i>	<i>\$26,001</i>
Federal CPG funds	\$24,701
Local funds	\$1,300

1.5 Training

Task Description and Purpose

Under this task, RTC staff will facilitate and attend training courses and webinars related to multimodal transportation planning and safety as appropriate, including training on specific planning tools and programs such as TransCAD, GIS, etc. It also provides for the maintenance of trade licenses and memberships and an in-house library of transportation planning publications and other materials for use by RTC and local agency staff.

Expected Products
Increased staff skill and knowledge levels

Organized, up-to-date and functional library
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Anticipated Schedule	
Increased staff skill and knowledge levels	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Organized, up-to-date and functional library	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	<i>n/a</i>
<i>Staff time</i>	<i>1,150 hours</i>
<i>Staff budget</i>	<i>\$62,950</i>
<i>Total budget</i>	<i>\$62,950</i>
Federal CPG funds	\$59,803
Local funds	\$3,148

WORK ELEMENT: 2.0 DEVELOPMENT REVIEW

ELEMENT DESCRIPTION

The task in this work element covers activities related to the jurisdictional development review process. The City of Reno, City of Sparks, and Washoe County solicit comments from RTC on all major residential, commercial, industrial, and other proposed developments, particularly those of regional significance. This is a regular and ongoing process that allows for better cohesion of land-use and transportation planning.

TASKS

2.1 RTC Development Review and Meeting Attendance

Task Description and Purpose

Under this task, staff perform reviews of proposed developments to determine transportation impacts, recommend mitigation measures and provide comments to public agencies in a timely fashion. Staff also represent RTC as the MPO at development-related meetings and provide supporting information to local commissions, boards, planning staff, and consultants regarding RTC comments.

Additionally, RTC staff maintain a development review record, including the following information:

- Communication with partner municipalities and other stakeholders
- Interdepartmental communication with RTC Engineering and Transit
- Final comment letters
- Summary of development review meetings attended

- Case files sent to RTC for review

Expected Products	
Letters to the local jurisdictions containing RTC comments on proposed developments as necessary	
Current and continuously updated and accurate record for development applications and jurisdictional approval letters	

Anticipated Schedule	
Letters to local jurisdictions containing RTC comments on proposed development	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Maintenance of development review record	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	<i>n/a</i>
<i>Staff time</i>	<i>1,175 hours</i>
<i>Staff budget</i>	<i>\$64,318</i>
<i>Total budget</i>	<i>\$64,318</i>
Federal CPG funds	\$61,102
Local funds	\$3,216

WORK ELEMENT: 3.0 MULTIMODAL PLANNING AND PROGRAMMING

ELEMENT DESCRIPTION

This work element encompasses RTC's multimodal planning and programming activities. During the FY 2024 – FY 2025 timeframe, the major activities under this task included an update to the RTP and amendments to the FFY 2023 – 2027 RTIP and 2050 RTP. In addition, the Regional Freight Plan and Active Transportation Plan were completed.

As ongoing tasks, this element continues to fund activities related to the update and maintenance of the RTIP and RTP, as well as the congestion management process (CMP) and Public Participation Plan (PPP). This task also functions as an important pipeline of corridor and area studies that recommend projects that flow into the RTP project prioritization process.

New to this element for the FY 2026 – FY 2027 cycle are the Safety Action Plan and Active Transportation Program tasks. The Safety Action Plan task was created as a result of a sizable award received through the Safe Streets and Roads for All (SS4A) discretionary grant program. The RTC created the Active Transportation Program—with dedicated staff and budget—following a recommendation from the Active Transportation Plan. This task was

developed to carry out activities necessary under the newly formed Active Transportation Program, and to adhere to federal legislation (Public Law 117-58 §11206) that requires MPOs to use 2.5% of funds made available under section 104(d) of title 23, United States Code to carry out activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities.

TASKS

3.1 Regional Transportation Improvement Program (RTIP)

Task Description and Purpose

The short-range planning document, the Regional Transportation Improvement Program (RTIP), represents the highest priority projects from the current RTP. The document is developed in draft form by RTC staff based upon joint work by RTC staff and staff representatives of the local government agencies. RTC's advisory committees then review the document and the RTC Board adopts it through a public hearing process following a 21-day public comment period. The RTC and NDOT work together to develop, analyze, and coordinate projects included in the RTIP and Statewide Transportation Improvement Program (STIP). The most recent project listing is available for the public to review through the electronic STIP (eSTIP) at: <https://estip.nevadadot.com/default.asp>.

Early in the FY 2026 – FY 2027 cycle, a FFY 2025-2029 version of the RTIP will be adopted. This will include two years' worth (FY 2028 & FY 2029) of new transportation projects within the urbanized area funded with RTC, state or federal funds. Beyond adoption of this RTIP, staff will prepare and complete all necessary amendments and administrative modifications until initial work on the FFY 2027-2031 RTIP commences towards the end of the UPWP cycle.

Expected Products	
FFY 2025-2029 RTIP	
Amendments and modifications to the RTIP	
Development of the FFY 2027-2031 RTIP	

Anticipated Schedule	
FFY 2025-2029 RTIP	Adoption by August 2025
Amendments and modifications to the RTIP	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
<i>Development of the FFY 2027-2031 RTIP</i>	
Project feasibility assessment	Spring 2027
External stakeholder review/coordination	End of FY 2027
Draft FFY 2027-2031 RTIP	Beginning of FY 2028 (into next UPWP cycle)

Task Budget	
Consultant budget	n/a
Staff time	675 hours
Staff budget	\$36,949

<i>Total budget</i>	\$36,949
Federal CPG funds	\$35,102
Local funds	\$1,847

3.4 Regional Transportation Plan (RTP) Activities

Task Description and Purpose

The RTP reflects the region's long-range vision for transportation in the Truckee Meadows region and was developed in coordination with policy makers, elected officials, stakeholders, and the public. The RTP includes both short- and long-term strategies to foster the development of an integrated multimodal regional transportation system that facilitates the safe and efficient movement of people and goods. The latest adopted version of the RTP (February 21, 2025) serves as a guiding document containing information on existing transportation-related systems and used for projection of future needs, goals, and objectives of the region. The UPWP links the long-range goals of the RTP to performance-based planning and project delivery.

This task will include activities related to further coordination and ongoing maintenance of the RTP and its goals and objectives. Toward the end of the FY 2026 – FY 2027 cycle, it is assumed activity related to the development of the 2055 RTP will commence. This portion of the task will be managed by RTC staff with consultant support.

Expected Products	
Amendments and modifications to the RTP	
Kickoff to development of the RTP Update	
Analysis and deliverables on applicable requests	

Anticipated Schedule	
Amendments and modifications to the RTP	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Kickoff to development of the RTP Update	Early 2027
Analysis and deliverables on applicable requests	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	\$100,000
<i>Staff time</i>	3,000 hours
<i>Staff budget</i>	\$164,217
<i>Total budget</i>	\$264,217
Federal CPG funds	\$251,006
Local funds	\$13,211

3.5 Congestion Management Process

Task Description and Purpose

The Congestion Management Process (CMP) establishes a framework for the RTC to prioritize projects aimed at reducing traffic congestion, enhancing transportation system performance, and meeting broad regional goals. An updated CMP will be developed to reflect the goals, objectives, and project prioritization framework in the 2050 RTP and to help shape the RTP Update, which is anticipated to kick off early in calendar year 2027. The CMP can also be used between RTP cycles to evaluate new projects that are suggested for amendment into the RTP. Staff will manage the update to the CMP, with consultant support.

Expected Products	
Evaluation of proposed projects for incorporation into the RTP	
Comprehensive CMP update	

Anticipated Schedule	
Evaluation of proposed projects for incorporation into the RTP	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
<i>Comprehensive CMP update</i>	
Scope of work development/RFP process	Early 2026
CMP development	Early 2027

Task Budget	
<i>Consultant budget</i>	<i>\$100,000</i>
<i>Staff time</i>	<i>150 hours</i>
<i>Staff budget</i>	<i>\$8,211</i>
<i>Total budget</i>	<i>\$108,211</i>
Federal CPG funds	\$102,800
Local funds	\$5,411

3.10 Public Participation Plan Development/Update

Task Description and Purpose

The Public Participation Plan (PPP) ensures that residents are given the opportunity to be part of the planning efforts that will shape their communities in the future. The plan describes a proactive process for early and continuous involvement of the public in developing regional plans and programs. The purpose of the PPP is to increase community awareness and participation while broadening the range of voices and views in the planning process. The plan outlines strategies for increasing public outreach and involvement in the planning process.

The PPP should be periodically reviewed to reflect changes in federal legislation, current outreach procedures, and changes to the structure of RTC advisory committees. With the last update to the plan in 2022 and a recent update to the RTP, staff anticipates completing a comprehensive update to the PPP during FY 2026 – FY 2027 cycle.

Expected Products	
Comprehensive Public Participation Plan update	
Maintenance of Public Participation Plan	

Anticipated Schedule	
Comprehensive Public Participation Plan update	July – December 2025
Maintenance of Public Participation Plan	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	<i>n/a</i>
<i>Staff time</i>	<i>325 hours</i>
<i>Staff budget</i>	<i>\$17,790</i>
<i>Total budget</i>	<i>\$17,790</i>
Federal CPG funds	\$16,901
Local funds	\$890

3.11 Community Involvement Planning

Task Description and Purpose

Through this task, staff develop and evaluate new approaches and techniques for expanding public participation. Staff will continue to build on community outreach activities including those related to planning studies, visioning, and other regional transportation planning issues. This task also includes development of outreach and presentation materials, including facilitation of data sharing and outreach to support the goals of the Vision Zero Truckee Meadows Task Force.

Expected Products	
Outreach activities	
Facilitation of Vision Zero Truckee Meadows Task Force meetings and participation in associated activities	

Anticipated Schedule	
Outreach activities	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Facilitation of Vision Zero Truckee Meadows Task Force meetings and participation in associated activities	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	<i>n/a</i>

<i>Staff time</i>	<i>750 hours</i>
<i>Staff budget</i>	<i>\$41,054</i>
<i>Total budget</i>	<i>\$41,054</i>
Federal CPG funds	\$39,001
Local funds	\$2,053

3.13 Corridor and Area Planning

Task Description and Purpose

The corridor and area studies completed under this task will facilitate analysis of safety and multimodal transportation issues that achieve RTP goals and objectives and seek to provide a regional benefit. These studies allow for an approach that links planning and environmental analysis early in project development. Projects and recommendations identified in these studies will be considered as part of the next RTP update.

Studies to be completed under this task include those identified as part of RTC's inaugural call for proposals. Corridor and area studies covering Kirman/Locust/Wells/Taylor, Silverada/Wedekind/Clear Acre/Sutro and West 7th/Kings Row/Keystone in Reno and Rock Boulevard, 4th Street, and the Sparks Industrial Area in Sparks as well as a Truckee River Path Implementation Plan will be completed or initiated during the FY 2026 – FY 2027 cycle. It is expected that consultant support will be used to develop each of these studies, under staff direction and management.

Expected Products
Rock Blvd Corridor/Area Study
Kirman/Locust/Wells/Taylor Corridor/Area Study
Truckee River Path Implementation Plan
4th Street (Sparks) Corridor/Area Study
Silverada/Wedekind/Clear Acre/Sutro Corridor/Area Study
Sparks Industrial Area Study
West 7th/Kings Row/Keystone Corridor/Area Study

Anticipated Schedule		
Rock Blvd Corridor/Area Study		
Scope of work development/RFP process		Late 2025
FY26 Plan development		Late 2025 – Late 2026
Kirman/Locust/Wells/Taylor Corridor/Area Study		
Scope of work development/RFP process		Late 2025
FY26 Plan development		Late 2025 – Late 2026
Truckee River Path Implementation Plan		
Scope of work development/RFP process		Late 2025
FY 26 Plan development		Late 2025 – Late 2026
4 th St Corridor/Area Study		
Scope of work development/RFP process		Early 2026
FY 26 Study development		Early 2026 – Early 2027

<i>Silverada/Wedekind/Clear Acre/Sutro Corridor/Area Study</i>		
Scope of work development/RFP process		Early 2026
FY27 Plan development		Early 2026 – Early 2027
<i>Sparks Industrial Area Study</i>		
Scope of work development/RFP process		Early 2026
FY27 Plan development		Early 2026 – Early 2027
<i>West 7th/Kings Row/Keystone Corridor/Area Study</i>		
Scope of work development/RFP process		Early 2026
FY27 Plan development		Early 2026 – Early 2027

Task Budget	
<i>Consultant budget</i>	<i>\$1,200,000</i>
<i>Staff time</i>	<i>1,900 hours</i>
<i>Staff budget</i>	<i>\$104,004</i>
<i>Total budget</i>	<i>\$1,304,004</i>
Federal CPG funds	\$1,238,804
Local funds	\$65,200

3.14 **Safety Planning**

Task Description and Purpose

This task is new to RTC's UPWP and is a direct result of a federal discretionary grant award received through the Safe Streets and Roads for All (SS4A) program. These planning funds will be used to build off the Vision Zero Truckee Meadows Action Plan and include the creation of tools for RTC to use in prioritizing projects and in identifying and applying appropriate and effective safety countermeasures to produce the greatest impact on reducing specific crash types. Development of this comprehensive safety action plan will be supported by robust data collection and analysis. This task will be managed by RTC staff with consultant support.

Expected Products
Comprehensive Safety Action Plan

Anticipated Schedule	
<i>Comprehensive Safety Action Plan</i>	
Scope of work development/RFP process	Late 2025
Plan development	Late 2025 – Early 2027

Task Budget	
<i>Consultant budget</i>	<i>\$1,500,000</i>
<i>Staff time</i>	<i>325 hours</i>
<i>Staff budget</i>	<i>\$17,790</i>
<i>Total budget*</i>	<i>\$1,517,790</i>
Federal CPG funds*	\$1,216,901
Local funds*	\$300,890

* Task budget includes differing match rates: consultant costs at 80/20 and staff at 95/5

3.15 Active Transportation Program (CS)

Task Description and Purpose

This task is new to RTC's UPWP and is a direct result of a recommendation from the Active Transportation Plan to create an Active Transportation Program with dedicated staff and budget. The Active Transportation Plan was adopted in FY 2025 with staffing and planning activities taking place under this new format in FY 2025 as well. As part of this new program, RTC has committed to producing a series of Neighborhood Network Plans (NNPs), covering the entire region, over a six-year span (two plans per year). These NNPs, the framework for which was developed as part of the Active Transportation Plan, will make walking, biking, and rolling safer and more comfortable in the Truckee Meadows by developing specific quick-build project concepts tailored to the needs of each neighborhood.

This focus on safety and multimodal transportation planning also adheres to federal legislation (Public Law 117-58 §11206) that requires MPOs to use 2.5% of funds made available under section 104(d) of title 23, United States Code to carry out activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. These activities represent the required minimum 2.5% of planning funds that must be spent on Complete Streets (indicated by "CS") planning and will be billed at 100% federal for 2026. The Complete Streets Act allows for a 100% funding allocation for a period of three years, which concludes in 2026. Local funds have been applied for 2027. Continued development of these NNPs will be managed by RTC staff with consultant support.

Expected Products	
Neighborhood Network Plan #3: Sun Valley & Panther Valley (CS)	
Neighborhood Network Plan #4: Meadowood & Hidden Valley (CS)	
Neighborhood Network Plan #5: West Reno (CS)	
Neighborhood Network Plan #6: North Valleys (CS)	

Anticipated Schedule	
<i>Neighborhood Network Plan #3: Sun Valley & Panther Valley (CS)</i>	
Scope of work development/RFP process	Late FY 2025 – early FY 2026 (includes FY 2024 – FY 2025 UPWP cycle)
Plan development	Late 2025 – Late 2026
<i>Neighborhood Network Plan #4: Meadowood & Hidden Valley (CS)</i>	
Scope of work development/RFP process	Late FY 2025 – early FY 2026 (includes FY 2024 – FY 2025 UPWP cycle)
Plan development	Late 2025 – Late 2026
<i>Neighborhood Network Plan #5: West Reno (CS)</i>	
Scope of work development/RFP process	Late FY 2026 – early FY 2027
Plan development	Late 2026 – Late 2027 (into next UPWP cycle)
<i>Neighborhood Network Plan #6: North Valleys (CS)</i>	
Scope of work development/RFP process	Late FY 2026 – early FY 2027

Plan development	Late 2026 – Late 2027 (into next UPWP cycle)
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Task Budget (CS)	
Consultant budget	\$450,000
Staff time	2,275 hours
Staff budget	\$124,532
Total budget	\$574,532
Federal CPG funds	\$563,925
Local funds*	\$10,607

* Task budget funded at 100% federal for 2026. Local match applied for 2027.

WORK ELEMENT: 4.0 STREET AND HIGHWAY PLANNING

ELEMENT DESCRIPTION

As a regional entity, RTC is charged with the fair and equitable use of limited funding sources to meet the transportation needs of the community as a whole. Establishing consistent and reliable decision-making processes, based on common community expectations, is the best way to ensure fair and equitable use of limited funding sources.

This work element encompasses RTC's street and highway planning activities, including work associated with development and maintenance of the Regional Road Impact Fee (RRIF) program, traffic forecasting and modeling, and data collection, mapping, and management. These activities often inform, or are informed by, other activities in this work program. For example, modeling and RRIF fee updates are used to determine project conformity and fiscal constraint for the RTP.

During the FY 2024 – FY 2025 timeframe, the major activities under this task included completion of a regional travel characteristics study and traffic modeling updates. The regional travel characteristics study provided data for the RTP's travel demand model development.

TASKS

4.1 Regional Road Impact Fee (RRIF) Activities

Task Description and Purpose

As part of this ongoing task, RTC Planning and Engineering staff conduct planning work, as the MPO, associated with the update and maintenance of the RRIF program and in cooperation with local government agencies and the RRIF Technical Advisory Committee. This also involves planning work necessary to update socioeconomic data, provide travel forecasts, and evaluate capacity improvement solutions.

Expected Products

Review of the RRIF
Update of socioeconomic data and provision of travel forecasts

Anticipated Schedule	
Review of the RRIF	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Update of socioeconomic data and provision of travel forecasts	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Task Budget	
<i>Consultant budget</i>	<i>n/a</i>
<i>Staff time</i>	<i>175 hours</i>
<i>Staff budget</i>	<i>\$9,579</i>
<i>Total budget</i>	<i>\$9,579</i>
Federal CPG funds	\$9,100
Local funds	\$479

4.2 Geographic Information System (GIS) Management

Task Description and Purpose

Through the Geographic Information Systems (GIS) task, RTC is able to analyze transportation service and access to employment, health care, schools/education, and other services at a regional scale. In addition, staff continue to maintain and refine network files, traffic analysis zone structures and other GIS files necessary to support a variety of RTC planning needs. Staff also perform frequent analysis of socioeconomic, transportation, safety, land use, and environmental data as part of the planning process, including analysis of Census and ACS data. Products such as interactive mapping and a data warehouse will be developed to provide transparent and up-to-date project information to the public.

Expected Products
GIS products adequate to support ongoing RTC planning activities

Anticipated Schedule	
GIS products adequate to support ongoing RTC planning activities	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	<i>n/a</i>
<i>Staff time</i>	<i>3,450 hours</i>
<i>Staff budget</i>	<i>\$188,850</i>
<i>Total budget</i>	<i>\$188,850</i>
Federal CPG funds	\$179,408
Local funds	\$9,443

4.3 Traffic Forecasting

Task Description and Purpose

As part of this task, staff provide traffic forecasts as requested at system and corridor level for the RTIP, RTP and other planning projects to further overall regional goals and objectives. Staff also respond to travel forecast requests from NDOT, regional and local governments, and the public. However, information provided in response to these requests is at a planning level of analysis and not otherwise identified as part of regional or corridor analyses.

Expected Products	
Traffic forecasts and projections	

Anticipated Schedule	
Traffic forecasts and projections	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	n/a
Staff time	175 hours
Staff budget	\$9,579
Total budget	\$9,579
Federal CPG funds	\$9,100
Local funds	\$479

4.18 RTC Traffic Model Upgrade

Task Description and Purpose

The travel demand model is consistently refined based on data collection and calibration efforts as well as necessary software requirements. RTC integrates land use data for the region into the travel demand forecasting model that assists in the identification of current and future transportation needs through the shared work program with the Truckee Meadows Regional Planning Agency (TMRPA; task 4.27). RTC collaborates with TMRPA in the development of biennial Consensus Forecasts, which inform the travel demand model. Consultant support will be utilized in conducting travel demand model recalibrations.

Expected Products	
Refinement of the travel demand model	
Integration of disaggregated Consensus Forecast outputs into the travel demand model	

Anticipated Schedule	
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Refinement of the travel demand model	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Integration of disaggregated Consensus Forecast outputs into the travel demand model	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	<i>\$206,013</i>
<i>Staff time</i>	<i>900 hours</i>
<i>Staff budget</i>	<i>\$49,265</i>
<i>Total budget</i>	<i>\$255,278</i>
Federal CPG funds	\$242,514
Local funds	\$12,764

4.27 Truckee Meadows Regional Planning Agency (TMRPA) Shared Services

Task Description and Purpose

This task provides for shared staff resources and expertise between RTC and TMRPA for RTC's MPO functions. The core areas of this shared program delivered under the UPWP include GIS analysis, data collection, online data access, and planning document updates. TMRPA produces several documents, such as the Regional Plan, Natural Resources Plan, and Public Infrastructure Plan, of which RTC supports development. TMRPA will also work with RTC to forecast the traffic impacts of various development scenarios.

Expected Products	
Shared GIS data resources	
Collaborative public outreach and events	
Analytical staff reports on various planning topics	

Anticipated Schedule	
Shared GIS data resources	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Collaborative public outreach and events	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Analytical staff reports on various planning topics	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	<i>\$150,000</i>
<i>Staff time</i>	<i>50 hours</i>
<i>Staff budget</i>	<i>\$2,737</i>

<i>Total budget</i>	<i>\$152,737</i>
Federal CPG funds	\$145,100
Local funds	\$7,637

4.31 Data Collection and Analysis Program

Task Description and Purpose

RTC works collaboratively with local, state, and federal partners to produce data-driven goals, objectives, and analyses. As an initial step in this performance-based approach, RTC conducts robust data collection related to safety, regional bicycle and pedestrian counts, traffic calming treatments, and other transportation infrastructure data.

The data collected as part of this task feeds into many other regional programs and initiatives. For example, this program supports monitoring of transportation performance measures and targets included in the RTP and Active Transportation Program. Data are also analyzed to determine mode share by auto, transit, bicycle, and pedestrian. In addition, collected data are used to assist with prioritization of future multimodal infrastructure investment. Staff efforts under this task will be completed with consultant support.

Expected Products	
Creation and maintenance of GIS data	
Updated multimodal count database	
Analysis of the performance measures identified in an annual report	

Anticipated Schedule	
Creation and maintenance of GIS data	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Updated multimodal count database	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Analysis of the performance measures identified in the annual report	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	<i>\$400,000</i>
<i>Staff time</i>	<i>400 hours</i>
<i>Staff budget</i>	<i>\$21,896</i>
<i>Total budget</i>	<i>\$421,896</i>
Federal CPG funds	\$400,801
Local funds	\$21,095

WORK ELEMENT: 5.0 PUBLIC TRANSPORTATION

ELEMENT DESCRIPTION

RTC is the primary transit provider for the region and operates several services that are constantly reviewed, analyzed, and refined to generate maximum system efficiency and ridership.

This work element encompasses RTC's transit planning activities. Plans generated under this task include Transit Asset Management (TAM) Plan, Transit Optimization Plan Strategies (TOPS), Coordinated Public Transit-Human Services Transportation Plan (CTP), and other studies as necessary, such as the Tahoe-Reno Industrial Center Passenger Rail Study.

During the FY 2024 – FY 2025 cycle, the major activities under this task included implementation of recommendations from the previous TOPS, completion of the South Virginia Street Transit-Oriented Development Plan, and adoption of the CTP, which was incorporated into the RTP.

TASKS

5.2 Transit Planning

Task Description and Purpose

This task includes transit planning related to bus route analysis and modifications, bus stop facilities and amenities, bus maintenance facilities, transit fleet monitoring and implementation of new technology, and monitoring of transit performance measures.

The RTC will continue to monitor and update the TAM Plan as needs and priorities change. TAM plans are required of all agencies that own, operate, or manage capital assets used to provide public transportation and receive federal financial assistance.

Additionally, RTC will carry forward its efforts to update TOPS to produce a five-year capital and operating plan which includes a thorough review and evaluation of the effectiveness and efficiency of current transit routes, schedules, and service standards, and recommendations for new or added service. Proposed changes to the fixed-route system will also address potential impacts on the ADA paratransit system and compliance with Title VI, Limited English Proficiency (LEP) and Environmental Justice (EJ) requirements and regulations. TOPS will also address potential expansion and reconfiguration of FlexRIDE services that would provide on-demand transportation for individuals of all abilities to new areas of the Truckee Meadows.

Finally, RTC will produce other transit-related plans including completion of the Tahoe-Reno Industrial Center Passenger Rail Study. This study will determine the feasibility of adding passenger rail service between the greater Reno-Sparks area and the Tahoe-Reno Industrial Center.

Both the TOPS and Tahoe-Reno Industrial Center Passenger Rail Study planning efforts will be managed by RTC staff with consultant support.

Expected Products
Monthly transit system operations reports and sections of the annual report related to performance measures
Completion of TOPS
Completion of the Tahoe-Reno Industrial Center Passenger Rail Study
Update to the TAM Plan

Anticipated Schedule	
Monthly transit system operations reports and sections of the annual report related to performance measures	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Completion of TOPS	
Scope of work development/RFP process	Late 2024 – early 2025 (completed FY 2024 – FY 2025 UPWP cycle)
Plan development	Early 2025 – early 2026 (includes FY 2024 – FY 2025 UPWP cycle)
Completion of Tahoe-Reno Industrial Center Passenger Rail Study	
Scope of work development/RFP process	Late 2024 (completed FY 2024 – FY 2025 UPWP cycle)
Plan development	Early 2025 – late 2025 (includes FY 2024 – FY 2025 UPWP cycle)
Update to the TAM Plan	
Plan development	Late 2025

Task Budget	
Consultant budget	\$400,000
Staff time	250 hours
Staff budget	\$13,685
Total budget	\$413,685
Federal CPG funds	\$393,001
Local funds	\$20,684

WORK ELEMENT: 6.0 AIR QUALITY PLANNING

ELEMENT DESCRIPTION

This work element involves continuous participation in planning activities that seek to improve Washoe County's attainment/maintenance status for criteria air pollutants (currently PM₁₀ and CO). RTC staff participates in the air quality interagency consultation group comprised of various agencies, including Northern Nevada Public Health – Air Quality Management Division (NNPH-AQMD) and the Nevada Department of Environmental Protection, in order to meet the Transportation Conformity requirements for the RTP.

To fulfill the needs of this work element, staff complete air quality monitoring, conformity analyses, and reporting.

TASKS

6.1 Air Quality Modeling/Analysis

Task Description and Purpose

Under this task, staff perform transportation monitoring and analysis required as part of the applicable State Implementation Plans (SIPs). This task will include, as needed, analysis of alternate base years and mobile source measures proposed for inclusion in local air quality plans.

Staff will also continue to attend meetings and monitor activities of the NNPH-AQMD and other organizations dealing with air quality issues. Much of this coordination takes place through the interagency consultation group meeting, which occur on a quarterly basis.

Expected Products	
Participation in the conformity process	
Air quality analyses for formal RTP actions	

Anticipated Schedule	
Participation in the conformity process	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Air quality analyses for formal RTP actions	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
Consultant budget	n/a
Staff time	250 hours
Staff budget	\$13,685
Total budget	\$13,685
Federal CPG funds	\$13,001
Local funds	\$684

6.2 CMAQ Planning

Task Description and Purpose

As part of this task, staff conduct planning-level emission reduction calculations and cost benefit analyses for CMAQ projects. This involves preparation of the annual CMAQ report which is used as the basis for reporting performance targets compliant with national performance management requirements.

Expected Products	
CMAQ planning-level emission reduction calculations and cost benefit analysis	
Annual CMAQ report and updated performance targets	

Anticipated Schedule	
CMAQ planning-level emission reduction calculations and cost benefit analysis	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle
Annual CMAQ report and updated performance targets	March 1, 2026 and March 1, 2027

Task Budget	
<i>Consultant budget</i>	<i>n/a</i>
<i>Staff time</i>	<i>125 hours</i>
<i>Staff budget</i>	<i>\$6,842</i>
<i>Total budget</i>	<i>\$6,842</i>
Federal CPG funds	\$6,500
Local funds	\$342

6.3 RTIP/RTP Conformity Analyses

Task Description and Purpose

One of the requirements for both the RITP and RTP is that they conform to all applicable SIPs and the Clean Air Act. This task provides for the preparation of updated conformity analyses of RTC plans and programs as required to comply with Clean Air Act mandates and guidelines. Conformity analyses encompass the non-attainment or maintenance area appropriate for each criteria air pollutant. Additionally, staff work with the Air Quality Interagency Consultation Workgroup to ensure conformity on any proposed amendments.

Expected Products
Production of conformity analyses for RTP and RTIP

Anticipated Schedule	
Production of conformity analyses for RTP and RTIP	Ongoing task; continuation from prior cycle, throughout current cycle, and into future cycle

Task Budget	
<i>Consultant budget</i>	<i>n/a</i>
<i>Staff time</i>	<i>250 hours</i>
<i>Staff budget</i>	<i>\$13,685</i>
<i>Total budget</i>	<i>\$13,685</i>
Federal CPG funds	\$13,001
Local funds	\$684

FY 2026-2027 UNIFIED PLANNING WORK PROGRAM

TASK AND BUDGET SUMMARY

Totals may vary slightly due to rounding

WORK ELEMENT	TASK	STAFF HOURS	% HOURS	COSTS			FUNDING SOURCES					
				STAFF	CONSULT	TOTAL	Federal PL FUNDS	Local MATCH*	RTC Fuel TAX	RTC Sales TAX	TOTAL LOCAL	TOTAL
1.0	ADMINISTRATION											
	1.1 Administration/Continuing Planning	7,500	28.8%	\$410,543	\$0	\$410,543	\$390,016	\$20,527	\$20,527	\$0	\$20,527	\$410,543
	1.2 Unified Planning Work Program	275	1.1%	\$15,053	\$0	\$15,053	\$14,300	\$753	\$753	\$0	\$753	\$15,053
	1.4 Statewide Planning	475	1.8%	\$26,001	\$0	\$26,001	\$24,701	\$1,300	\$1,300	\$0	\$1,300	\$26,001
	1.5 Training	1,150	4.4%	\$62,950	\$0	\$62,950	\$59,803	\$3,148	\$3,148	\$0	\$3,148	\$62,950
	Subtotal:	9,400	36.2%	\$514,547	\$0	\$514,547	\$488,820	\$25,727	\$25,727	\$0	\$25,727	\$514,547
2.0	DEVELOPMENT REVIEW											
	2.1 RTC Development Review & Meeting Attendance	1,175	4.5%	\$64,318	\$0	\$64,318	\$61,102	\$3,216	\$3,216	\$0	\$3,216	\$64,318
	Subtotal:	1,175	4.5%	\$64,318	\$0	\$64,318	\$61,102	\$3,216	\$3,216	\$0	\$3,216	\$64,318
3.0	MULTI-MODAL PLANNING & PROGRAMMING											
	3.1 Regional Transportation Improvement Program	675	2.6%	\$36,949	\$0	\$36,949	\$35,102	\$1,847	\$1,847	\$0	\$1,847	\$36,949
	3.4 Regional Transportation Plan (RTP) Activities	3,000	11.5%	\$164,217	\$100,000	\$264,217	\$251,006	\$13,211	\$13,211	\$0	\$13,211	\$264,217
	3.5 Congestion Management Process	150	0.6%	\$8,211	\$100,000	\$108,211	\$102,800	\$5,411	\$5,411	\$0	\$5,411	\$108,211
	3.10 Public Participation Plan Development	325	1.3%	\$17,790	\$0	\$17,790	\$16,901	\$890	\$890	\$0	\$890	\$17,790
	3.11 Community Involvement Planning	750	2.9%	\$41,054	\$0	\$41,054	\$39,001	\$2,053	\$2,053	\$0	\$2,053	\$41,054
	3.13 Corridor and Area Planning	1,900	7.3%	\$104,004	\$1,200,000	\$1,304,004	\$1,238,804	\$65,200	\$65,200	\$0	\$65,200	\$1,304,004
	3.14 Safety Action Plan^	325	1.3%	\$17,790	\$1,500,000	\$1,517,790	\$1,216,901	\$300,890	\$300,890	\$0	\$300,890	\$1,517,790
	3.15 Active Transportation Program (CS - 100% Federal)	2,275	8.8%	\$124,532	\$450,000	\$574,532	\$563,925	\$10,607	\$10,607	\$0	\$10,607	\$574,532
	Subtotal:	9,400	36.2%	\$514,547	\$3,350,000	\$3,864,547	\$3,464,439	\$400,108	\$400,108	\$0	\$400,108	\$3,864,547
4.0	STREET AND HIGHWAY PLANNING											
	4.1 Regional Road Impact Fee Activities	175	0.7%	\$9,579	\$0	\$9,579	\$9,100	\$479	\$479	\$0	\$479	\$9,579
	4.2 Geographic Information System (GIS) Mgt.	3,450	13.3%	\$188,850	\$0	\$188,850	\$179,408	\$9,443	\$9,443	\$0	\$9,443	\$188,850
	4.3 Traffic Forecasting	175	0.7%	\$9,579	\$0	\$9,579	\$9,100	\$479	\$479	\$0	\$479	\$9,579
	4.18 RTC Traffic Model Upgrade/Conversion to TransCAD	900	3.5%	\$49,265	\$206,013	\$255,278	\$242,514	\$12,764	\$12,764	\$0	\$12,764	\$255,278
	4.27 TMRPA Shared Services	50	0.2%	\$2,737	\$150,000	\$152,737	\$145,100	\$7,637	\$7,637	\$0	\$7,637	\$152,737
	4.31 Data Collection and Analysis Program	400	1.5%	\$21,896	\$400,000	\$421,896	\$400,801	\$21,095	\$21,095	\$0	\$21,095	\$421,896
	Subtotal:	5,150	19.8%	\$281,906	\$756,013	\$1,037,919	\$986,023	\$51,896	\$51,896	\$0	\$51,896	\$1,037,919
5.0	PUBLIC TRANSPORTATION											
	5.2 Transit Planning	250	1.0%	\$13,685	\$400,000	\$413,685	\$393,001	\$20,684	\$20,684	\$0	\$20,684	\$413,686
	Subtotal:	250	1.0%	\$13,685	\$400,000	\$413,685	\$393,001	\$20,684	\$20,684	\$0	\$20,684	\$413,686
6.0	AIR QUALITY PLANNING											
	6.1 Air Quality Modeling/Analysis	250	1.0%	\$13,685	\$0	\$13,685	\$13,001	\$684	\$684	\$0	\$684	\$13,685
	6.2 CMAQ Planning	125	0.5%	\$6,842	\$0	\$6,842	\$6,500	\$342	\$342	\$0	\$342	\$6,842
	6.3 RTIP/RTP Conformity Analysis	250	1.0%	\$13,685	\$0	\$13,685	\$13,001	\$684	\$684	\$0	\$684	\$13,685
	Subtotal:	625	2.4%	\$34,212	\$0	\$34,212	\$32,501	\$1,711	\$1,711	\$0	\$1,711	\$34,212
FY 2026-2027 Total Anticipated Funding		\$5,929,228										
FY 2026-2027 Anticipated Federal Funding		\$5,425,912										
	Totals	26,000	100%	\$1,423,215	\$4,506,013	\$5,929,228	\$5,425,886	\$503,342	\$503,342	\$0	\$503,342	\$5,929,228

*Local match is either RTC fuel tax or sales tax funds

^Safety Action Plan task utilizes both PL funds and SS4A funds

APPENDIX A

NDOT/RTC Roles and Responsibilities

The purpose of this statement is to outline the roles and responsibilities of the Nevada Department of Transportation (NDOT) and the Regional Transportation Commission of Washoe County (RTCWC), as required by 23 CFR Sec.450.314 and is incorporated in the Unified Planning Work Program per 23 CFR 450.314.

I. General Roles & Responsibilities

RTCWC will perform the transportation planning process for Washoe County and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance.

The transportation process will, at a minimum, consist of:

- A. Development of an annual Unified Planning Work Program (UPWP) that lists and describes all transportation planning studies and tasks to be completed during the year.
- B. Development and update of a long range, multi-modal metropolitan transportation plan, known as the Regional Transportation Plan (RTP).
- C. Development and maintenance of a short-range transportation improvement program (TIP).
- D. Financial planning to ensure plans and programs are fiscally constrained within anticipated funding levels.
- E. Development of planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
- F. Public outreach to the community throughout the transportation planning process, including the electronic dissemination of reports and supporting information on the RTCWC's website, and consideration of public comments. Public outreach activities should take into account the needs of persons with limited proficiency in English.
- G. Ensuring low income or minority populations, including the elderly and persons with disabilities are not significantly or disproportionately impacted.
- H. Development and implementation of a Congestion Management Process as appropriate.
- I. Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.

II. The Regional Transportation Plan (RTP)

The RTP will be prepared and compiled through a cooperative process between federal agencies, the Nevada Department of Transportation, RTCWC (including RTCWC in its capacity as the provider of public transportation), the Washoe County Health District-Air Quality Management Division (WCHD-AQMD), and the local city and county governments in the region.

Responsibilities of the Regional Transportation Commission

- A. The RTCWC will be responsible for preparing and developing the Regional Transportation Plan (20-30 year). The RTP will be converted into a format that will allow it to be downloaded from the internet.
- B. The RTCWC may develop an executive summary report for the region that includes the key issues facing the area and identifies priority programs and projects.
- C. The RTCWC will provide opportunities for the public and other interested parties to provide input during the development of the Regional Transportation Plan, in accordance with the Public Participation Plan. The draft of each update to the RTP will be made available for public and agency review and comment. Prior to taking formal action on the Plan or Plan update, the RTCWC Board will be informed of the extent and nature of comments received and the response to such comments.
- D. The RTCWC will, in cooperation with NDOT, develop estimates of future inflation to be used to convert project costs and revenues to a “year of expenditure” basis.
- E. The RTCWC will coordinate with the WCHD-AQMD to assess air quality impacts and conduct the regional emissions assessment of the RTP.
- F. The RTCWC, acting as the transit agency for Washoe County, will ensure the RTP includes information on local bus capital projects that are consistent with the transit capital program. The RTP will also identify future bus needs and services, including new routes, service expansion, vehicle needs, and operating financial needs.
- G. The RTCWC will prepare an estimate of local and regional revenues available for debt service, street and highway routine maintenance and operations, system preservation and highway modernization, facilities, transit and other infrastructure and overhead cost and reserves to be expended on transportation projects in Washoe County over the 20-30 year time frame of the plan.

Responsibilities of the Nevada Department of Transportation

- A. The Nevada Department of Transportation (NDOT) will provide the following information and data in support of developing the RTP:
 - 1. An estimate of federal funds expected to be available over the 20-30 year time frame of the plan for highway and transit programs. This estimate of funds will be provided at a time mutually agreed upon by the RTCWC and NDOT so that the fiscal limits of the RTP can be determined before project prioritization begins.
 - 2. A list of projects in Washoe County, developed in cooperation with the RTCWC, to be undertaken by NDOT over the 20-30 year time frame of the plan using Federal program funds reserved in the State for use anywhere in the State. The state’s regionally significant project list will be provided at a time mutually agreed upon by the RTCWC and NDOT so that air quality conformity analysis can be performed at the appropriate time in the course of the RTP’s development.
 - 3. A list of projects in Washoe County for which funds have been earmarked or otherwise designated in federal transportation legislation.
 - 4. An estimate of state funds expected to be expended on transportation projects in Washoe County over the 20-30 year time frame of the plan. In the

interests of public information, and to assist the RTCWC in demonstrating the fiscal feasibility of the Plan, NDOT will also provide information as to how these expenditures relate to the state transportation revenues available after allowing for the cost of maintenance, operations, debt service, administration and other calls on these fund sources.

5. Traffic count data and other performance indicators for state roads in the Region.

- B. For those federal program funds intended to be distributed between various entities or regions within the State, NDOT will either provide the basis for the allocation between areas as defined by Law, or will work cooperatively with the RTCWC and other jurisdictions to establish mutually agreed formulae for the allocation between areas of such funds for forecasting and financial planning purposes.

NDOT will provide information on projects to be undertaken in Washoe County using transit or other federal program funds allocated to non-urbanized areas of the State, and will consult with the RTCWC on the basis for selecting such projects.

III. Transportation Improvement Program (TIP)

The TIP will be prepared and compiled through a cooperative process between federal agencies, NDOT, the RTCWC (including the RTCWC in its capacity as the provider of public transportation), and the local city and county governments in the region.

Responsibilities of the Regional Transportation Commission

- A. The RTCWC will be responsible for preparing and developing the Transportation Improvement Program (5 year) for the region. The TIP will be converted into a format that will allow it to be downloaded from the internet. The RTCWC will maintain the TIP by tracking changes to projects (schedule, scope and cost) made through the amendments and administrative action process. The TIP will include an estimate of anticipated local funds to be expended on all projects identified in the TIP.
- B. The RTCWC, in consultation with NDOT and local city and county governments, shall develop the list of locally-sponsored transportation projects to be included in the TIP.
1. In the case of the Congestion Mitigation and Air Quality Program (or successor program of similar intent), the RTCWC shall follow the Transportation Conformity Plan process and consult with the WCHD-AQMD and other agencies as appropriate in the development of the list of projects to be included in the TIP.
 2. In the case of the Transportation Alternatives Program (or successor program of similar intent), the RTCWC shall also consult with all eligible project sponsors in the development of the list of projects to be included in the TIP.
- C. The RTCWC, as the provider of public transportation services, shall develop the list of transit projects to be included in the TIP.
1. In the urbanized area, the RTCWC shall consult with not-for-profit agencies and other providers of specialized transportation and human services, in accordance with the Coordinated Public Transit-Human Services Plan.
 2. For non-urbanized area transit programs, the RTCWC shall consult with NDOT and other providers of transportation services to the non-urbanized parts of the region.

- D. The RTCWC will develop an estimate of anticipated local funds to be expended on transit projects identified in the TIP. In the interests of public information and to assist in demonstrating the fiscal feasibility of the TIP, the RTCWC will also document how these expenditures relate to the local revenues available for transit after allowing for the cost of maintenance, operations, debt service, administration and other calls on these fund sources.
- E. The RTCWC will provide information on proposed TIP amendments and administrative modifications relating to projects sponsored by the RTCWC or local entities. Amendments and administrative modifications will include a project description that provides sufficient detail to explain the proposed changes to the RTCWC board, as well as a justification for the change.

Responsibilities of the Nevada Department of Transportation

- A. NDOT will prepare an initial list of NDOT-sponsored projects to be included in each new TIP. This list will be based on the current TIP and an assessment of which projects will be obligated for funding before the end of the current federal fiscal year.
- B. NDOT will provide information on proposed TIP amendments and modifications relating to projects sponsored by NDOT. Amendments will include a project description that provides sufficient detail to allow the proposed changes to be explained to the RTCWC Board, as well as a justification for the change.
- C. NDOT will provide a list of projects obligated during the federal fiscal year at the end of each program year. The annual list of obligated projects should include both highway and transit projects and should identify the fund source and the amount obligated in accordance with 23 CFR 450.332.
- D. NDOT will provide, for each federal fund source, the revenues available (including both unobligated funds carried forward from prior years and the amount appropriated during the fiscal year), the total amount obligated, any other deductions and the balance of funds remaining at the end of the fiscal year.

IV. Statewide Transportation Improvement Program (STIP)

- A. NDOT will develop a four-year STIP including projects in the areas of each MPO and in the rural regions of the State and will be responsible for securing the approval of the STIP by the United States Department of Transportation.
- B. The TIP, as developed by the RTCWC, will be incorporated into the STIP without change, directly or by reference.
- C. NDOT, in consultation with the RTCWC and the other MPOs in the State, shall develop procedures for the modification and amendment of the STIP. NDOT shall be responsible for notifying the RTCWC of the effective date of modifications and the approval date of amendments.

V. Public Transportation Planning

- A. The RTCWC, acting as the transit agency for the Region, will ensure the RTP and TIP include all transit projects (both capital and operating) that are funded by Federal program funds.

- B. The RTCWC will consult with NDOT to ensure the RTP and TIP include information on transit projects in the non-urbanized parts of the region that are funded by Federal program funds.
- C. The RTCWC will include in the RTP information on the transit system and will outline the objectives of the RTCWC in respect of the various types and modes of public transportation in the region.

VI. Air Quality Planning

- A. The preparation of a new or revised RTP will be coordinated with the State Air Quality Implementation Plan (SIP) and the transportation demand and system management (TDM/TSM) measures.
- B. In accordance with the Clean Air Act and the U.S. EPA's conformity regulations (40 C.F.R. Part 51), the RTCWC, acting as the MPO, makes an air quality conformity determination on any new or revised RTP prior to Plan approval. Any such new or revised RTP is also provided to the FHWA and the FTA with a request that these federal agencies approve the conformity finding.

VII. Public Participation Program

- A. The RTCWC will develop and maintain a Public Participation Plan that sets out the procedures to include the public and interested parties in the development of the Regional Transportation Plan and Transportation Improvement Program and other parts of the planning process, to seek public input and comment, and to inform decision makers of the extent and nature of comments received and the response to such comments
- B. The RTCWC will review, evaluate, and update its public participation plan at least every four years.
- C. The RTCWC will maintain a list of interested organizations and individuals who will receive notices of MPO plans, programs and projects.
- D. The RTCWC will work to ensure that low-income, minority and transit dependent areas are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden.
- E. The RTCWC will maintain its website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries,

converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

VIII. Fiscal/Financial Planning

- A. NDOT will provide the RTCWC with up-to-date fiscal and financial information and projections on the statewide and regional transportation improvement programs to the extent practicable.

- B. This will include anticipated federal funding resources by federal aid category by year for the four years covered by the TIP and by five-yearly intervals for the 20-30 year time frame of the RTP for the inclusion in the TIP and RTP financial charts.
- C. For each federal program for which funds are sub-allocated to Washoe County, NDOT will provide an annual statement identifying:
 - 1. Unobligated funds brought forward from the previous year;
 - 2. Funds appropriated during the year;
 - 3. Fund obligated during the year and any adjustments thereto;
 - 4. Unobligated funds balance.
- D. For each federal transit program for which funds are allocated to Washoe County, the RTCWC will provide an annual statement identifying:
 - 1. Unobligated funds brought forward from the previous year;
 - 2. Funds appropriated during the year;
 - 3. Funds obligated during the year and any adjustments thereto;
 - 4. Unobligated funds balance.
- E. NDOT will notify the RTCWC when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP amendment and administrative action process.

IX. Performance Measurement and the Management of Congestion

- A. In developing the RTP and TIP, RTCWC will incorporate the national goals, measures and standards of system performance established under the provisions of MAP-21.
- B. RTCWC will coordinate with NDOT in the establishment of multimodal transportation system performance targets for the region. These will reflect national goals and standards as applied to the circumstances and priorities of the region.
- C. RTCWC will cooperate with NDOT to collect data and conduct system performance monitoring. RTCWC will report on progress towards meeting system performance targets as part of the biennial development of major TIP updates and will assist NDOT as needed in meeting state reporting requirements under MAP-21.
- D. To address the national goal of reducing congestion, RTCWC will gather and analyze data to define the extent and duration of congestion in the region, to identify the causes of congestion and to identify congestion management strategies.
- E. As part of the Congestion Management Process (CMP), the RTCWC will develop implementation activities in coordination with NDOT to address congestion and other performance issues, and will include priority projects in the RTP and TIP.

Amendments to this Document

This Statement on Transportation Planning may be amended from time to time to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

Effective Date

This Statement will be effective after it has been endorsed by the RTCWC as part of the UPWP, and as soon as that UPWP has been approved by NDOT and the relevant Federal transportation agencies.

No Limitation on Statutory Authority

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Nevada law, federal law, local ordinance, or interlocal agreement.

APPENDIX B

Federal Planning Factors and Emphasis Areas

UPWP Tasks and Planning Factors									
Economic Vitality	Safety	Security	Accessibility and Mobility	Environment and Quality of Life	Integration and Connectivity	Transportation System Management	Preservation of Existing System	Resiliency and Reliability	Travel and Tourism
1.1 Administration/Continuing Planning									
	•		•	•	•	•	•		
1.2 Unified Planning Work Program									
•	•	•	•	•	•	•	•	•	•
1.3 MPO Certification									
•	•	•	•	•	•	•	•	•	•
1.4 Statewide Planning									
•	•	•	•	•	•	•	•	•	•
1.5 Training									
•	•	•	•	•	•	•	•	•	•
2.1 RTC Development Review & Meeting Attendance									
•	•		•	•	•	•		•	•
3.1 Regional Transportation Improvement Program									
•	•	•	•	•	•	•	•	•	•
3.4 Regional Transportation Plan (RTP) Activities									
•	•	•	•	•	•	•	•	•	•
3.5 Congestion Management Process									
	•		•	•	•	•	•	•	
3.10 Public Participation Plan Development									
•	•		•	•	•	•	•		•
3.11 Community Involvement Planning									
•	•	•	•	•	•	•	•	•	•
3.13 Corridor and Area Planning									
•	•	•	•	•	•	•	•		
3.14 Safety Action Plan									
	•		•	•	•				
3.15 Active Transportation Program									
•	•		•	•	•			•	
4.1 Regional Road Impact Fee Activities									
•				•		•	•	•	
4.2 Geographic Information System (GIS) Mgt.									
•	•	•	•	•	•	•	•	•	•
4.3 Traffic Forecasting									
	•		•	•	•	•	•		•
4.18 RTC Traffic Model Upgrade									
	•		•	•	•	•	•		•
4.27 TMRPA Shared Services									
	•		•	•	•	•	•		•
4.31 Data Collection and Analysis Program									
•	•		•	•	•	•	•	•	
5.2 Transit Planning									
•	•	•	•	•	•			•	•

6.1 Air Quality Modeling/Analysis									
				•		•	•	•	•
6.2 CMAQ Planning									
				•		•	•	•	•
6.3 RTIP/RTP Conformity Analysis									
				•		•	•	•	•

Planning Emphasis Areas and UPWP Tasks

UPWP Task	Planning Emphasis Area							
	Climate	Equity/ Justice 40	Complete Streets	Public Involvement	Strategic Hwy Network	FLMA Coordination	PEL	Data
1.1 Administration/ Continuing Planning		•		•		•	•	•
1.2 Unified Planning Work Program	•	•	•	•	•	•	•	•
1.3 MPO Certification	•	•	•	•	•	•	•	•
1.4 Statewide Planning	•	•	•	•	•	•	•	•
1.5 Training	•	•	•	•	•	•	•	•
2.1 RTC Development Review & Meeting Attendance	•	•	•	•	•	•		•
3.1 Regional Transportation Improvement Program	•	•	•	•	•	•	•	•
3.4 Regional Transportation Plan (RTP) Activities	•	•	•	•	•	•	•	•
3.5 Congestion Management Process	•	•	•	•	•	•	•	•
3.10 Public Participation Plan Development		•		•		•	•	•
3.11 Community Involvement Planning	•	•	•	•	•	•	•	•
3.13 Corridor and Area Planning	•	•	•	•	•	•	•	•
3.14 Safety Action Plan		•	•	•				•
3.15 Active Transportation Program	•	•	•	•				•
4.1 Regional Road Impact Fee Activities		•		•			•	•
4.2 Geographic Information System (GIS) Mgt.	•	•	•	•	•	•	•	•
4.3 Traffic Forecasting	•	•			•			•
4.18 RTC Traffic Model Upgrade/Conversion to TransCAD	•			•	•			•
4.27 TMRPA Shared Services	•	•	•			•		•
4.31 Data Collection and Analysis Program	•	•	•	•				•
5.2 Transit Planning	•	•	•	•		•		•

6.1 Air Quality Modeling/Analysis
6.2 CMAQ Planning
6.3 RTIP/RTP Conformity Analysis
.	Indicates that task supports planning factor							