

**FY 2023-2024**  
**PLANNING WORK PROGRAM**  
**Narrative**  
**Land of Sky Rural Planning Organization**

<b>I. DATA COLLECTION AND ASSESSMENT</b>		
<b>I-1 DATA COLLECTION AND ASSESSMENT</b>		\$ 9,000.00
I-1.1	<b>Highway</b>	
	Conduct CTP Needs Assessment and other hwy data assessments as needed	
I-1.2	<b>Other Modes</b>	
	RPO staff will continue to work with members to conduct bike/ped counts where requested/Continue work w/ Public Transit Providers	
I-1.3	<b>Socioeconomic</b>	
	RPO staff will continue to track SE data	
I-1.4	<b>Title VI</b>	
	RPO staff will continue to track Title VI data	
<b>II. TRANSPORTATION PLANNING</b>		
<b>II-1 COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT</b>		\$ 7,000.00
II-1.1	<b>Develop CTP Vision</b>	
II-1.2	<b>Conduct CTP Needs Assessment</b>	
	RPO staff will assist FBRMPO w/ the next CTP in shared counties.	
II-1.3	<b>Analyze Alternatives and Environmental Screening</b>	
	RPO staff will assist FBRMPO w/ the next CTP in shared counties.	
II-1.4	<b>Develop Final Plan</b>	
	RPO staff will work w/TPD and County on CTP updates, wrap up and adoption Transylvania Co. RPO staff will assist FBRMPO w/ the next CTP in shared counties.	
II-1.5	<b>Adopt Plan</b>	
	RPO staff will work w/TPD and County on CTP updates, wrap up and adoption Transylvania Co. RPO staff will assist FBRMPO w/ the next CTP in shared counties.	
<b>II-2 PRIORITIZATION</b>		\$ 18,500.00
II-2.1	<b>Project Prioritization</b>	
	RPO staff will work with NCDOT and RPO member governments to prioritize projects for the 2026-2035 STIP through work on P7.0.	
<b>II-3 PROGRAM AND PROJECT DEVELOPMENT</b>		\$ 8,000.00
II-3.1	<b>STIP Participation</b>	
	RPO staff will review and provide comment on STIP results.	
II-3.2	<b>Merger / Project Development</b>	
	RPO staff will continue to participate in the design process of projects in our region	
<b>II-4 GENERAL TRANSPORTATION PLANNING</b>		\$ 28,440.00
II-4.1	<b>Regional and Statewide Planning</b>	
	RPO staff serves on a number of NCARPO statewide committees, this work will continue. Attend NCARPO meetings, NCAMPO conference, National RPO-NADO participation, FBRMPO meetings.	
II-4.2	<b>Special Studies, Projects and Other Trainings</b>	
	RPO staff will continue planning for CMAQ, Hellbender Regional trail wg. LOSRPO staff will work cooperatively w/FBRMPO staff on a joint SS4A Action Plan and a Regional Transit Plan w/NCDOT IMD. Work will continue on other regional and statewide planning projects and other special studies as needed. Staff will provide support to RPO partners on grant application processes.	
<b>III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES</b>		
<b>III-1 ADMINISTRATIVE ACTIVITIES</b>		\$ 13,000.00
III-1.1	<b>Administrative Documents</b>	
	RPO staff will maintain RPO admin documents, PWP and quarterly invoices and annual report	
III-1.2	<b>TCC / TAC Work Facilitation; Ethics Compliance</b>	
	RPO staff will facilitate TCC/TAC	
III-1.3	<b>Program Administration</b>	
	Other necessary administrative issues and website maintenance.	
<b>IV. DIRECT COSTS</b>		
<b>IV-1 PROGRAMMATIC DIRECT CHARGES</b>		\$ 1,500.00
IV-1.1	<b>Program-wide Direct Costs</b>	
	NADO dues, Website fees, GIS account maintenance, RPO equipment and maintenance as needed	
<b>IV-2 ADVERTISING</b>		\$ 1,000.00
IV-2.1	<b>News Media Ads</b>	
	Prioritization ads other ads as needed for public involvement	
<b>IV-3 LODGING, MEALS, INCIDENTALS</b>		\$ 3,000.00
IV-3.1	<b>Hotel Costs</b>	
	Travel to 4 NCARPO quarterly meetings and the annual MPO Conference. Travel to Statewide workgroup meetings other conferences/trainings NCAUG, other GIS trainings, NADO Rural Transportation Conference	
IV-3.2	<b>Meal Costs</b>	
	Per diem	
IV-3.3	<b>Incidentals</b>	
	Parking fees	
<b>IV-4 POSTAGE</b>		\$ 20.00
IV-4.1	<b>Mailings</b>	
	As needed for Title VI and other correspondence	
<b>IV-5 REGISTRATION / TRAINING</b>		\$ 1,284.00
IV-5.1	<b>Conference Registration</b>	
	NCAMPO Conference, GIS conferences, NADO Rural Transportation conference etc,	
IV-5.2	<b>Meeting / Workshop / Training Fees</b>	
	other conferences/trainings NCAUG, other GIS trainings,	
<b>IV-6 TRAVEL</b>		\$ 6,000.00
IV-6.1	<b>Mileage Reimbursement</b>	
	Travel including any trips that are not within staffs normal commute.	
IV-6.2	<b>Car Rental Costs</b>	
	When it is cost effective to rent a car verses taking a personal vehicle.	
IV-6.3	<b>Other Travel Expenses</b>	
<b>V. INDIRECT COSTS</b>		
<b>V-1 INDIRECT COSTS APPROVED BY COGNIZANT AGENCY FY 23-24</b>		\$ 36,225.00
V-1.1	<b>Incurred Indirect Costs</b>	
	Based on Indirect letter provided to NCDOT	
<b>TOTAL</b>		<b>\$ 132,969.00</b>

Approved by the TAC on: \_\_\_\_\_ 20\_\_

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Signature, TAC Chairman

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Signature, RPO Secretary