

FY 2024 (July 1, 2023-June 30, 2024)
PLANNING WORK PROGRAM
ANNUAL FUNDING SOURCES TABLE
type your RPO name here

TASK CODE	WORK CATEGORY	RPO PROGRAM FUNDS			
		LOCAL	State	FEDERAL	TOTAL
		10%	10%	80%	100%
I. DATA COLLECTION AND ASSESSMENT					
I-1	DATA COLLECTION AND ASSESSMENT	\$ 1,000	\$ 1,000	\$ 8,000	\$ 10,000
I-1.1	Highway				
I-1.2	Other Modes				
I-1.3	Socioeconomic				
I-1.4	Title VI				
II. TRANSPORTATION PLANNING					
II-1	COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT	\$ 800	\$ 800	\$ 6,400	\$ 8,000
II-1.1	Develop CTP Vision				
II-1.2	Conduct CTP Needs Assessment				
II-1.3	Analyze Alternatives and Environmental Screening				
II-1.4	Develop Final Plan				
II-1.5	Adopt Plan				
II-2	PRIORITIZATION	\$ 2,200	\$ 2,200	\$ 17,600	\$ 22,000
II-2.1	Project Prioritization				
II-3	PROGRAM AND PROJECT DEVELOPMENT	\$ 900	\$ 900	\$ 7,200	\$ 9,000
II-3.1	STIP Participation				
II-3.2	Merger / Project Development				
II-4	GENERAL TRANSPORTATION PLANNING	\$ 3,300	\$ 3,300	\$ 26,400	\$ 33,000
II-4.1	Regional and Statewide Planning				
II-4.2	Special Studies, Projects and Other Trainings				
II-4.2.1	Special Study #1 - insert name of consultant-led study here	\$ -	\$ -	\$ -	\$ -
II-4.2.2	Special Study #2 - insert name of consultant-led study here	\$ -	\$ -	\$ -	\$ -
III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES					
III-1	ADMINISTRATIVE ACTIVITIES	\$ 1,500	\$ 1,500	\$ 12,000	\$ 15,000
III-1.1	Administrative Documents				
III-1.2	TCC / TAC Work Facilitation; Ethics Compliance				
III-1.3	Program Administration				
IV. DIRECT COSTS					
IV-1	PROGRAMMATIC DIRECT CHARGES	\$ 150	\$ 150	\$ 1,200	\$ 1,500
IV-1.1	Program-wide Direct Costs				
IV-2	ADVERTISING	\$ 120	\$ 120	\$ 960	\$ 1,200
IV-2.1	News Media Ads				
IV-3	LODGING, MEALS, INCIDENTALS	\$ 300	\$ 300	\$ 2,400	\$ 3,000
IV-3.1	Hotel Costs				
IV-3.2	Meal Costs				
IV-3.3	Incidentals				
IV-4	POSTAGE	\$ 2	\$ 2	\$ 16	\$ 20
IV-4.1	Mailings				
IV-5	REGISTRATION / TRAINING	\$ 150	\$ 150	\$ 1,200	\$ 1,500
IV-5.1	Conference Registration				
IV-5.2	Meeting / Workshop / Training Fees				
IV-6	TRAVEL	\$ 700	\$ 700	\$ 5,600	\$ 7,000
IV-6.1	Mileage Reimbursement				
IV-6.2	Car Rental Costs				
IV-6.3	Other Travel Expenses				
V. INDIRECT COSTS					
V-1	INDIRECT COSTS	\$ 4,178	\$ 4,178	\$ 33,424	\$ 41,780
V-1.1	Incurred Indirect Costs				
RPO OPERATIONAL EXPENSE TOTAL		\$ 15,300	\$ 15,300	\$ 122,400	\$ 153,000

Q1 Amendment		
Date: Day/Month/20XX		
Original Budgeted Amount	Net Change	New 1st Quarter Budgeted Amount
I. DATA COLLECTION AND ASSESSMENT		
\$ 9,000	\$ 1,000	\$ 10,000
To allow RPO staff to spend more time on data collection.		
II. TRANSPORTATION PLANNING		
\$ 7,000	\$ 1,000	\$ 8,000
To allow staff to participate more on FBRMPO CTP development and get Transylvania County CTP adopted		
\$ 18,500	\$ 3,500	\$ 22,000
Provide explanation for moving funds from one category to another.		
\$ 8,000	\$ 1,000	\$ 9,000
To allow RPO staff to spend more time on express designs and project scoping.		
\$ 28,440	\$ 4,560	\$ 33,000
To allow RPO staff more time on regional and special studies.		
		\$ -
		\$ -
Provide explanation for moving funds from one category to another.		
III. ADMINISTRATION OF TRANSPORTATION PLANNING & POLICIES		
\$ 13,000	\$ 2,000	\$ 15,000
To allow RPO staff more time to review and update admin docs.		
IV. DIRECT COSTS		
\$ 1,500		\$ 1,500
Provide explanation for moving funds from one category to another.		
\$ 1,000	\$ 200	\$ 1,200
Anticipate increase advertising for Prioritization.		
\$ 3,000		\$ 3,000
Provide explanation for moving funds from one category to another.		
\$ 20		\$ 20
Provide explanation for moving funds from one category to another.		
\$ 1,284	\$ 216	\$ 1,500
To allow staff to attend more training		
\$ 6,000	\$ 1,000	\$ 7,000
Anticipate more regional travel.		
V. INDIRECT COSTS		
\$ 36,225	\$ 5,555	\$ 41,780
Provide explanation for moving funds from one category to another.		
\$ 132,969	\$ 20,031	\$ 153,000

Approved by the TAC on: _____ 20__

Signature, TAC Chairman

Signature, RPO Secretary