

# UNIFIED PLANNING WORK PROGRAM

*Adopted by the Transportation Policy Board on May 15, 2024*

State Fiscal Year

# 2025

July 1, 2024 – June 30, 2025

## RESOLUTION 2024-04

### TO APPROVE UNIFIED PLANNING WORK PROGRAM FOR STATE FISCAL YEAR 2025

**WHEREAS,** the Skagit Council of Governments (SCOG), is the designated metropolitan planning organization and regional transportation planning organization for the Skagit region, as authorized by federal and state laws;

**WHEREAS,** the Unified Planning Work Program (UPWP) documents transportation planning activities in the Skagit region, and is consistent with federal and state laws;

**WHEREAS,** the UPWP development and approval process follows requirements included in the Metropolitan/Regional Transportation Planning Organization Agreement, GCB 3865, executed by SCOG and the Washington State Department of Transportation (WSDOT);

**WHEREAS,** the 2025 state fiscal year in the State of Washington is July 1, 2024–June 30, 2025, and the UPWP is in effect during this timeframe;

**WHEREAS,** the Federal Highway Administration, Federal Transportation Administration and WSDOT prepared Unified Planning Work Program Guidance for Metropolitan Planning Organizations and Regional Transportation Planning Organizations (Guidance) for the State of Washington, with publication in December 2023;

**WHEREAS,** Guidance was reviewed and followed as the state fiscal year 2025 UPWP was prepared;


**WHEREAS,** the UPWP was prepared in cooperation with Skagit Transit, which is the public transportation operator in the Skagit region, and WSDOT;

**WHEREAS,** the draft UPWP was discussed by the Transportation Policy Board at the April 17, 2024 meeting in an open public meeting, and the draft UPWP was made available for public review on April 10, 2024 and May 8, 2024.

### **NOW THEREFORE BE IT RESOLVED BY THE SKAGIT COUNCIL OF GOVERNMENTS:**

The state fiscal year 2025 UPWP is hereby approved.

Adopted: May 15, 2024

DocuSigned by:  
  
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Commissioner Ron Wesen, Skagit County  
Transportation Policy Board Chair

DocuSigned by:  
  
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Kevin Murphy  
Executive Director

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Preparation of this document was funded by grants from the Federal Highway Administration, Federal Transit Administration, Washington State Department of Transportation and with contributions by SCOG member jurisdictions.

The Skagit Council of Governments fully complies with Title VI of the federal Civil Rights Act of 1964 and related statutes, and does not discriminate on the basis of race, color or national origin. For more information, or to obtain a Title VI Complaint Form, visit SCOG's website at <http://scog.net/about/non-discrimination/>.

*Cover photograph courtesy of Andy Porter Photography.*

## PLANNING ORGANIZATION OVERVIEW

Authorized by federal law, metropolitan planning organizations (MPOs) exist throughout the United States in all urban areas with populations greater than 50,000 people. MPOs plan, program and prioritize federal funding used on transportation projects in metropolitan planning areas.

The Skagit Council of Governments (SCOG) is the federally designated MPO in Skagit County, Washington, as enabled by federal law [23 USC 134](#) and [49 USC 5303](#). SCOG leads the development of the region’s long-range regional transportation plan and short-range regional transportation improvement program in coordination with the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Washington State Department of Transportation (WSDOT) and other stakeholders.

Washington state’s Growth Management Act of 1990 authorized the creation of regional transportation planning organizations (RTPOs). Through its [governance agreement](#), SCOG is designated as the RTPO for Skagit County. As an RTPO, SCOG convenes cities, towns, Skagit County, Skagit Public Utility District, Skagit Transit, tribes, ports, private employers and WSDOT as the region plans for the future. Examples of RTPO duties include: preparing a regional transportation plan; certifying that countywide planning policies and local transportation elements are consistent with the regional transportation plan; and maintaining a six-year regional transportation improvement program.

SCOG’s planning boundaries are the same as Skagit County boundaries and are often referred to as the “Skagit region”. These boundaries are the metropolitan planning area under federal law for MPOs – also the Mount Vernon-Anacortes, WA metropolitan statistical area – and planning area under state law for RTPOs. In addition to planning within the Skagit region, many projects extend beyond these boundaries to other parts of northwest Washington and statewide.

For a listing of Transportation Policy Board membership, refer to Appendix A: Board Membership. For a graphical representation of the board and advisory committee structure, refer to Appendix B: SCOG Organizational Structure. For a map of the MPO and RTPO planning area, see Appendix C: MPO & RTPO Planning Area.

## UNIFIED PLANNING WORK PROGRAM OVERVIEW

The unified planning work program (UPWP) documents the transportation planning work activities and related tasks to be accomplished during state fiscal year (SFY) 2025 – July 1, 2024 through June 30, 2025. Work activities included in the UPWP comply with regional policies, goals and objectives. SCOG’s Transportation Policy Board reviews and approves the UPWP, with final approval issued by FHWA, FTA and WSDOT.

This document outlines federal and state planning requirements, then presents a work program of planning activities for SFY 2025 that address the requirements and regional priorities. The work activities in the UPWP are organized into four elements:

- Element 1: **Administration**;
- Element 2: **Multimodal Planning**;

- Element 3: **Programming & Project Selection**; and
- Element 4: **Data Collection & Analysis**.

MPO and RTPO planning activities are funded by grants from FHWA, FTA, WSDOT and dues from local and tribal governments. The UPWP is adopted annually and serves as a budget and work program for SCOG's transportation function.

For a graphical representation of the core work activities identified in the UPWP, refer to Appendix D: Core Programs and Functions.

Appendix E: Planning Projects by Other Agencies, includes planning projects conducted by other agencies within the Skagit region during the timeframe of the UPWP. Projects in this appendix are typically led by Skagit Transit, the regional public transportation operator and WSDOT, but may be from other agencies in the Skagit region.

Appendix F: Long-term Work Schedule includes long-term work tasks that either begin in this UPWP and continue past the UPWP, or are anticipated for future UPWPs and have not yet begun.

#### **AMENDING THE UPWP**

As staff availability fluctuates and regional priorities change, it may become necessary to amend the UPWP. If it is determined, through discussions with the SCOG Transportation Policy Board, that an amendment is necessary, staff will prepare an updated UPWP. A draft will then be made available to the public, Technical Advisory Committee, Transportation Policy Board, and WSDOT. The Transportation Policy Board will then act on the amended UPWP. If the amendment is approved, it will then be submitted to WSDOT, and WSDOT will coordinate with FHWA and FTA on final approval.

## FEDERAL AND STATE REQUIREMENTS

### FEDERAL REQUIREMENTS

#### FEDERAL PLANNING FACTORS

Federal planning factors emphasize priorities for transportation planning through a process that is continuing, cooperative and comprehensive ([23 USC 134\(h\)](#) and [49 USC 5303\(h\)](#)). The ten factors provide for consideration of projects and strategies that will:

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 of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth, housing, and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm-water impacts of surface transportation; and
10. Enhance travel and tourism.

These federal planning factors were considered as the SFY 2025 UPWP was prepared to ensure consistency between federal priorities and the work program.

#### FEDERAL PLANNING EMPHASIS AREAS

The Federal Highway Administration and the Federal Transit Administration jointly issued federal planning emphasis areas in 2021. SCOG is asked to identify and develop tasks in the SFY 2025 UPWP that address the following federal planning emphasis areas:

- Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future;
- Equity and Justice<sup>40</sup> in Transportation Planning;
- Complete Streets;
- Public Involvement;
- Strategic Highway Network/U.S. Department of Defense Coordination;
- Federal Land Management Agency Coordination;
- Planning and Environment Linkages; and
- Data in Transportation Planning.

Federal planning emphasis areas are detailed in a [December 30, 2021 letter](#) from FHWA and FTA.

Each of the federal planning emphasis areas is addressed through various work tasks selected for SFY 2025, as shown in the following table.

Unified Planning Work Program Work Task	Tackling the Climate Crisis	Equity and Justice40	Complete Streets	Public Involvement	Strategic Highway Network	Federal Land Management Agency Coordination	Planning and Environment Linkages	Data in Transportation Planning
1.1 – MPO and RTPO Administration				✓				
1.2 – Unified Planning Work Program				✓				
1.3 – Legislator Contact								
1.4 – Title VI Annual Report		✓						
1.5 – Public Participation Plan Annual Report				✓				
1.6 – Metropolitan Planning Agreement								
2.1 – Regional Transportation Plan	✓	✓	✓	✓	✓	✓		✓
2.2 – Statewide Planning Initiatives	✓	✓		✓			✓	
2.3 – Local Transportation Planning	✓	✓		✓				
2.4 – North Sound Transportation Alliance				✓				
2.5 – Nondiscrimination Planning		✓		✓				
2.6 – Nonmotorized Transportation Planning	✓		✓	✓				
2.7 – Infrastructure Investment and Jobs Act	✓							
2.8 – Public Participation Plan		✓		✓				
2.9 – Regional Multimodal Level of Service			✓					
2.10 – Transportation Elements and Countywide Planning Policies			✓					
2.11 – Regional Planning Duties								
2.12 – Regional Transportation Resilience Improvement Plan	✓	✓		✓		✓		✓
2.13 – Regional Safety Action Plan		✓	✓	✓				✓
2.14 – Intelligent Transportation Systems Architecture				✓				✓
3.1 – Regional Transportation Improvement Program				✓		✓		✓
3.2 – Annual Listing of Obligations								✓
3.3 – Project Selection and Prioritization				✓				
3.4 – List of Regional High Priority Projects								
4.1 – Regional Performance Management								✓
4.2 – Travel Demand Model								✓
4.3 – Traffic Counts								✓
4.4 – Geographic Information Systems				✓				✓
4.5 – Highway Functional Classification					✓			✓
4.6 – Household Travel Survey				✓				✓
4.7 – Growth Projections and Allocations								✓

## INCREASING SAFE AND ACCESSIBLE TRANSPORTATION OPTIONS

The 2021 Infrastructure Investment and Jobs Act introduced a requirement that MPOs utilize not less than 2.5% of funds provided under 23 USC 104(d) be utilized on activities described in federal law that improve safe and accessible transportation options, which primarily focus on active transportation and

public transportation modes. There is an exemption to this requirement for MPOs that have Complete Streets standards and policies in place, along with an updated Complete Streets prioritization plan. SCOG does not qualify for this Complete Streets exemption.

In Washington state, FHWA and WSDOT ask MPOs to identify which UPWP work tasks address these requirements, for the MPOs that do not meet the Complete Streets exemption. The following work tasks have been identified in the SFY 2025 UPWP that address these federal Increasing Safe and Accessible Transportation Options requirements:

- 2.1 – Regional Transportation Plan
- 2.2 – Statewide Planning Initiatives
- 2.3 – Local Transportation Planning
- 2.4 – North Sound Transportation Alliance
- 2.5 – Nondiscrimination Planning
- 2.6 – Nonmotorized Transportation Planning
- 2.7 – Infrastructure Investment and Jobs Act
- 2.8 – Public Participation Plan
- 2.9 – Regional Multimodal Level of Service
- 2.10 – Transportation Elements and Countywide Planning Policies
- 2.11 – Regional Planning Duties
- 2.12 – Regional Transportation Resilience Improvement Plan
- 2.13 – Regional Safety Action Plan
- 2.14 – Intelligent Transportation Systems Architecture

All **Multimodal Planning** element work tasks in the SFY 2025 UPWP address these federal requirements for Increasing Safe and Accessible Transportation Options, in whole or in part, as activities that are identified for the 2.5% of funding.

## STATE REQUIREMENTS

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### WASHINGTON STATE POLICY GOALS

The State of Washington has established policy goals for the planning, operation, performance of and investment in the state’s transportation system ([RCW 47.04.280](#)). Public investments in transportation should support achievement of these policy goals:

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

Among RTPO duties ([RCW 47.80.023](#)) is preparing a regional transportation plan that is consistent with countywide planning policies and county, tribal, city and town comprehensive plans. Other tasks include: preparing a regional transportation improvement program (RTIP); developing a coordinated public transit-human services transportation plan; and reviewing local level of service standards. All of these duties are addressed in work activities listed in the UPWP. For a graphical representation of some of the work activities identified in the UPWP, refer to Appendix D: Core Programs and Functions.



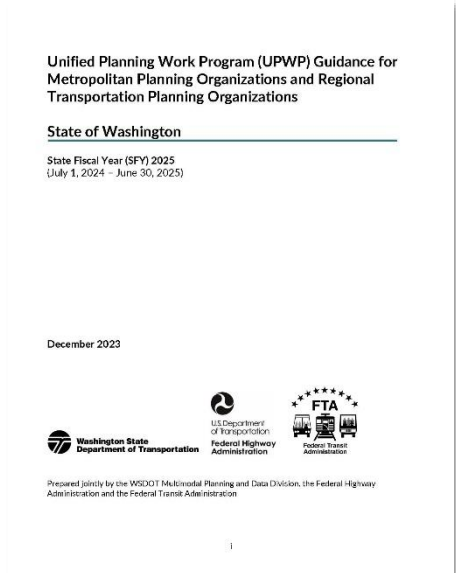
## WASHINGTON STATE PLANNING EMPHASIS AREAS

The following state planning emphasis areas have been identified by WSDOT as areas MPOs and RTPOs are requested to dedicate time and/or resources towards during state fiscal year 2025.

### Administrative

WSDOT requests that MPOs and RTPOs consider the following:

- **Update RTPO Duties:** The Tribal and Regional Integrated Planning Office (TRIP) looks forward to continuing the effort to assess, analyze, and potentially adjust the duties of RTPOs as found in RCW 47.80. They want to work closely with RTPOs to ensure alignment on what is expected of RTPOs as well as identify areas where RTPOs can more effectively enhance regional transportation planning.
- **Make Public Documents Accessible:** Governing documents should be posted online. Governance documents are public documents and should be easily accessible on the MPO/RTPO website. These include Interlocal Agreements, bylaws, and policies.
- **Make Planning Processes More Inclusive:** WSDOT is committed to combatting racism and is working to enhance diversity, equity, and inclusion efforts. WSDOT will be placing an emphasis on [environmental justice assessments](#) of regional transportation plans and regional transportation improvement programs. WSDOT requests that MPOs and RTPOs work with Tribal and Regional Integrated Planning Office regional coordinators to determine how to best address these requirements for their respective organizations.



### Planning Collaboration

MPOs and RTPOs are requested to set aside resources to collaboratively develop and/or review planning efforts. WSDOT plans and efforts expected to be developed during SFY 2025 include:

- **Multimodal Planning and Data Division Planning Activities:** WSDOT will be scoping the update to the Washington Transportation Plan, Phase II, developing the legislatively directed performance-based project evaluation model, and addressing updates to legislation related to vehicle miles of travel reduction, land use/housing, and multimodal level of service. MPOs and RTPOs are requested to dedicate resources to coordinate on these efforts during SFY 2025.
- **Active Transportation Division Planning Activities:** WSDOT requests that MPOs and RTPOs reserve resources to coordinate with WSDOT on the Sandy Williams Connecting Communities program. If any MPO or RTPO is collecting active transportation data, WSDOT asks that they work with the Active Transportation Division to coordinate on how it is collected. Also, if any MPOs or RTPOs are working on active transportation plans during SFY 2025, WSDOT requests that they coordinate with the Active Transportation Division, as there may be opportunities to jointly apply for Active Transportation Infrastructure Investment Program funding. Finally, WSDOT asks that MPOs and RTPOs reserve resources to potentially assist their local agencies if they are successful in receiving bike/ped program funding.

- Public Transportation Division Planning Activities: WSDOT’s Public Transportation Division will be working on the State Transportation Demand Management Plan, the State Commute Trip Reduction Plan, and local Commute Trip Reduction plans, all of which will inform the development of the [Statewide Public Transportation Plan](#). MPOs and RTPOs are encouraged to dedicate some resources to coordinate and collaborate with WSDOT’s Public Transportation Division as they work on these efforts.
- Rail, Freight, and Ports Division Planning Activities:
  - The WSDOT Rail, Freight, and Ports Division requests that MPOs and RTPOs incorporate truck parking needs into local and regional planning efforts.
  - WSDOT will update the State Rail Plan and State Freight Plan during SFY 2025. WSDOT requests that MPOs and RTPOs reserve resources to coordinate with WSDOT on this project.
  - WSDOT will also be updating the Freight and Goods Transportation System. WSDOT requests that MPOs and RTPOs be prepared to provide traffic count data for their region.
- Comprehensive Plan Updates: Many cities and counties in Washington are ramping up efforts to update their comprehensive plans. WSDOT encourages MPOs and RTPOs to coordinate with WSDOT region planning offices in the review and support of the local agency comprehensive plan transportation elements. [WSDOT has developed a resource page for this effort](#).

### **Federal Functional Classification Update**

Following the designations of new urban area boundaries WSDOT will work with MPOs and RTPOs to update the [federal functional classification designations](#). WSDOT requests that MPOs and RTPOs reserve some resources to work with WSDOT on this project.

### **Transportation Asset Management Plan Reporting**

WSDOT requests that MPOs work with the local agencies in their regions to develop estimates (% by lane mile) for preservation and maintenance needs of pavement and bridge on the locally managed National Highway System. WSDOT will need to provide financial information during the update to the Transportation Asset Management Plan update during SFY 2025 ([Click here for example of this information in the current Transportation Asset Management Plan](#)).

Washington state planning emphasis areas are addressed through various work activities selected for SFY 2025, as shown in the following table.

Unified Planning Work Program Work Task	Update RTPO Duties	Make Public Documents Accessible	Make Planning Processes More Accessible	Multimodal Planning and Data Division	Active Transportation Division	Public Transportation Division	Rail, Freight, and Ports Division	Comprehensive Plan Updates	Federal Functional Classification Update	Transportation Asset Management Plan Reporting
1.1 – MPO and RTPO Administration		✓								
1.2 – Unified Planning Work Program		✓								
1.3 – Legislator Contact										
1.4 – Title VI Annual Report		✓	✓							
1.5 – Public Participation Plan Annual Report		✓								
1.6 – Metropolitan Planning Agreement		✓								
2.1 – Regional Transportation Plan		✓	✓					✓		
2.2 – Statewide Planning Initiatives				✓	✓	✓	✓	✓		
2.3 – Local Transportation Planning					✓		✓	✓		
2.4 – North Sound Transportation Alliance										
2.5 – Nondiscrimination Planning		✓	✓			✓				
2.6 – Nonmotorized Transportation Planning		✓								
2.7 – Infrastructure Investment and Jobs Act										
2.8 – Public Participation Plan		✓	✓							
2.9 – Regional Multimodal Level of Service		✓						✓		
2.10 – Transportation Elements and Countywide Planning Policies		✓						✓		
2.11 – Regional Planning Duties	✓	✓						✓		
2.12 – Regional Transportation Resilience Improvement Plan		✓	✓							
2.13 – Regional Safety Action Plan		✓	✓							
2.14 – Intelligent Transportation Systems Architecture		✓	✓							
3.1 – Regional Transportation Improvement Program		✓	✓							
3.2 – Annual Listing of Obligations		✓								
3.3 – Project Selection and Prioritization		✓				✓				
3.4 – List of Regional High Priority Projects		✓								
4.1 – Regional Performance Management		✓								✓
4.2 – Travel Demand Model		✓						✓		
4.3 – Traffic Counts		✓					✓	✓	✓	
4.4 – Geographic Information Systems		✓								
4.5 – Highway Functional Classification		✓					✓		✓	

## PUBLIC INVOLVEMENT

Federal and state laws require MPOs and RTPOs to include provisions in the planning process to ensure the involvement of the public in the preparation of regional plans and programs. SCOG’s [Public Participation Plan](#) requires that plans and documents are made available to the public online and at the SCOG office.

## FUNDING SOURCES FOR PLANNING ACTIVITIES

All work, including staff time and consultant activities, listed in the unified planning work program are funded through one or more of the following funding sources.

Funding tables, including all funding sources supporting the UPWP, are located near the end of this document. For cost estimates by UPWP work task, refer to the [Expenditures by Work Task](#) table. For a summary of expenditures and revenue by fund type, refer to the [Expenditures & Revenue by Fund Type](#) table.

### FEDERAL HIGHWAY ADMINISTRATION

#### 23 USC SECTION 133 AND SECTION 134 GRANT FUNDS

Section 133, the Surface Transportation Block Grant Program (STBG), provides flexible funding that may be used by states and localities for projects to preserve and improve the transportation system consistent with regional priorities. STBG funds are allocated to SCOG through the regional project-selection process to support the continuous, cooperative and comprehensive transportation planning process. STBG funds can be used for up to 86.5% of a project with a required match of 13.5%.

Refer to the [Surface Transportation Block Grant Funding Breakdown](#) table in the UPWP for estimated STBG funding for SFY 2025 by project.

Section 134 federal planning funds, often referred to as “PL” funds, are allocated to MPOs by WSDOT for carrying out the metropolitan transportation planning process. These federal funds can be used for up to 86.5% of a project, with a required 13.5% match typically provided by local government dues.

The Safe Streets and Roads for All Grant Program (SS4A) is a discretionary grant program created through the 2021 Infrastructure Investment and Jobs Act. SCOG applied for a grant in July 2023 under this program and was notified in December 2023 that the Regional Safety Action Plan was selected for funding by FHWA. SS4A funds can be used for up to 80.0% of a project with a required match of 20.0%.

The Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation Program (PROTECT) includes a discretionary grant program created through the 2021 Infrastructure Investment and Jobs Act. SCOG applied for a grant in August 2023 under this program and was notified in April 2024 that the Regional Transportation Resilience Improvement Plan was selected for funding by FHWA. PROTECT funds can be used for up to 100.0% of a project with no required match.

#### NEW FOR SFY 2025

WSDOT will begin packaging FHWA Section 134 funds and FTA Section 5303 funds that are distributed to MPOs into FHWA-FTA Consolidated Planning Grant (CPG) funds in SFY 2025. Funds from these two federal sources will no longer be authorized and tracked separately in Washington state. The UPWP reflects this new combined funding source and no longer differentiates between FHWA Section 134 and FTA Section 5303 funds.

FEDERAL TRANSIT ADMINISTRATION  
49 USC SECTION 5303 AND 5310 GRANT FUNDS

Section 5303 funds are federal funds allocated to MPOs by WSDOT for multimodal transportation planning in metropolitan planning areas. SCOG uses a local match of 13.5% based on an agreement with WSDOT.

WSDOT allocates Section 5310 federal funds to RTPOs to aid development of local coordinated public transit-human services transportation plans. These funds do not have a local match requirement.

WASHINGTON STATE  
REGIONAL TRANSPORTATION PLANNING ORGANIZATION GRANT FUNDS

Washington state allocates funds to all regional transportation planning organizations in the state to perform required state planning activities. These funds do not have a local match requirement.

## ELEMENT 1: ADMINISTRATION

The **Administration** work program element focuses on all aspects of agency and personnel management, Transportation Policy Board support, advisory committees support, meeting coordination, budgeting, transportation and land use policy development and review, and annual work program preparation and reporting.

### WORK TASKS

#### 1.1 MPO and RTPO Administration

**Description:** Manage and administer the unified planning work program, including work program development, schedule, budget, progress and evaluation reports and related documentation. Administration will also include assuring compliance with rules and regulations of funding agencies. Supervise staff and personnel activities. Procure office supplies and furniture. Review and update contracts and agreements. Provide clerical support for general administration and other work program elements. Procure software and hardware, and other technologies and devices as needed. Maintain SCOG's website. Participate at monthly meetings of the Transportation Policy Board, Technical Advisory Committee and other committees as needed. Coordinate and consult with other MPOs and RTPOs on federal, state and regional transportation issues. Prepare 2025 operating budget. Provide continuing education and training opportunities through participation in webinars, conferences and seminars. Draft letters of support for transportation projects consistent with applicable policies, plans and programs. Prepare the annual self-certification, specifying that MPO functions are being performed in accordance with all applicable requirements. Facilitate public involvement and outreach efforts in accordance with the Title VI Plan and Public Participation Plan. Consult with tribal governments on transportation planning and programming efforts. Engage applicable federally recognized tribal governments in regional governance of SCOG, consistent with [RCW 47.80.050\(2\)](#).

**Responsibilities:** SCOG

**Product:** 2025 SCOG operating budget completed and adopted prior to calendar year 2025. Self-certification documentation completed in October 2024. By the second quarter of calendar year 2025, SCOG will provide a reasonable opportunity for voting membership to all federally recognized tribes that hold reservation or trust lands within the Skagit region.

**Direct Cost:** Technology-related (hardware, software, etc.) direct costs are expected to total up to \$3,500. Travel and training costs are expected to total up to \$20,000.

#### 1.2 Unified Planning Work Program

**Description:** Creation of the SFY 2024 UPWP Annual Performance and Expenditure Report per [23 CFR 420.117](#). SCOG will prepare the SFY 2026 UPWP in cooperation with the Federal Highway Administration, Federal Transit Administration, Skagit Transit and WSDOT.

**Responsibilities:** SCOG (lead), Federal Highway Administration, Federal Transit Administration, Skagit Transit, WSDOT

**Product:** SFY 2024 Annual UPWP Performance and Expenditure Report completed in September 2024, and SFY 2026 UPWP in spring 2025.

### 1.3 Legislator Contact

**Description:** Develop and submit Public Disclosure Commission Reports as required. The reports identify all contact with Washington state legislators. All expenses in meeting with federal and state elected, and administration officials are paid using local funds. SCOG occasionally visits state legislators in the first or second month of the Washington state legislature’s regular session. Other contact may occur, but it is unknown when this will happen during the UPWP timeframe.

**Responsibilities:** SCOG

**Product:** Quarterly Public Disclosure Commission Reports as necessary.

### 1.4 Title VI Annual Report

**Description:** Report on Title VI Plan implementation activities through the annual Title VI Accomplishments and Goals Report.

**Responsibilities:** SCOG (lead), WSDOT

**Product:** Title VI annual report completed in November 2024.

### 1.5 Public Participation Plan Annual Report

**Description:** Report on Public Participation Plan implementation activities through an annual assessment of public participation at SCOG.

**Responsibilities:** SCOG

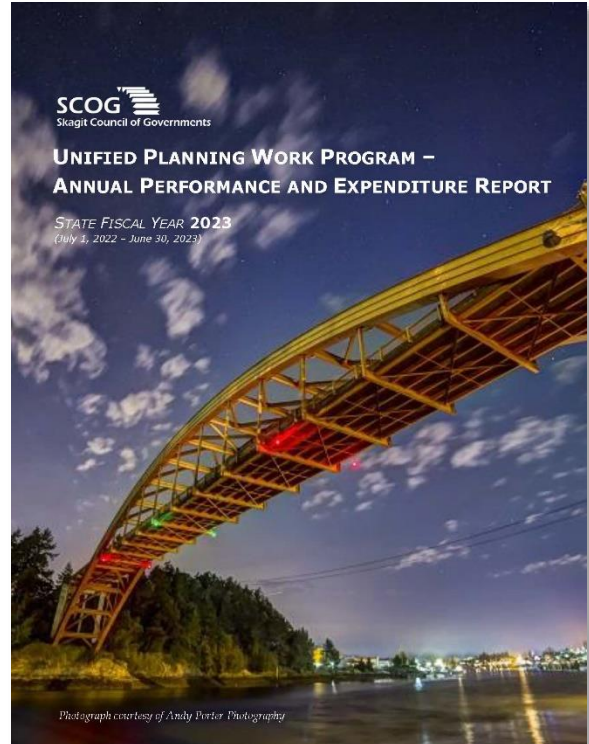
**Product:** Public Participation Plan annual report completed in June 2025.

### 1.6 Metropolitan Planning Agreement

**Description:** Prepare and execute an updated [Metropolitan Planning Agreement](#) between SCOG, Skagit Transit and WSDOT. The agreement, meeting the requirements of [23 CFR 450.314](#), was executed by SCOG, Skagit Transit and WSDOT in 2017. WSDOT staff requested that this work task be added to the UPWP and has committed to leading the update process.

**Responsibilities:** WSDOT (lead), SCOG, Skagit Transit

**Product:** Metropolitan Planning Agreement updated in SFY 2025.



## ELEMENT 2: MULTIMODAL PLANNING

The **Multimodal Planning** work program element includes regional planning efforts. Many of the plans identified in this element are responsibilities of MPOs and RTPOs, as required by federal law and state law. Additional planning projects and coordination efforts are documented as well.

### WORK TASKS

#### 2.1 Regional Transportation Plan

**Description:** The Skagit 2045 Regional Transportation Plan (Skagit 2045) – the federal-compliant metropolitan transportation plan and state-compliant regional transportation plan – was adopted in March 2021. Skagit 2045 was amended in July 2022 to improve consistency with local and tribal long-range plans and transportation improvement programs. Another amendment to Skagit 2045 is expected late in state fiscal year 2024, as local comprehensive plans are completed in the Skagit region. A major update to the Regional Transportation Plan began in SFY 2024, with a consultant contract expected to begin in July 2024 and continuing through the plan due date of March 2026.



A major update to the Regional Transportation Plan began in SFY 2024, with a consultant contract expected to begin in July 2024 and continuing through the plan due date of March 2026.

**Responsibilities:** SCOG (lead), WSDOT, Consultant

**Product:** Work on major update to Regional Transportation Plan in SFY 2025 that is due in March 2026.

**Direct Cost:** An estimated \$175,000 of STBG funds will be used for professional services in SFY 2025 for this work task. Direct cost for this work tasks also includes work done under the Travel Demand Model work task, which is not separately identified in that work task to avoid double counting.

#### 2.2 Statewide Planning Initiatives

**Description:** Participate in the development and implementation of statewide transportation planning efforts led by WSDOT, and other state agencies, boards and commissions. Anticipated statewide planning initiatives that SCOG may be involved with are included in the State Planning Emphasis Areas section of the UPWP. SCOG budgets staff time and other resources every year in the UPWP, through this work task and other work tasks, to participate in these statewide efforts.

**Responsibilities:** WSDOT (lead), SCOG



**Product:** Participation in statewide planning initiatives as needs arise and staffing permits in SFY 2025.

### 2.3 Local Transportation Planning

**Description:** Assist local agencies with transportation planning efforts. Refer to Appendix E: Planning Projects by Other Agencies for a description of major planning projects to be conducted by City of Anacortes, Skagit Transit and WSDOT within the Skagit region.

**Responsibilities:** SCOG

**Product:** SCOG will assist with local planning efforts as needed in SFY 2025.

### North Sound Transportation Alliance



### 2.4 North Sound Transportation Alliance

**Description:** The [\*North Sound Transportation Alliance\*](#) (NSTA, formerly known as the “Farmhouse Gang”) is a macro-regional group that focuses on mobility and multimodal issues with stakeholders in Island, San Juan, Snohomish, Skagit and Whatcom counties. The Whatcom Council of Governments provides administration for NSTA, with assistance from SCOG.

**Responsibilities:** Whatcom Council of Governments (lead), SCOG

**Product:** NSTA meeting administration and attendance in SFY 2025. Staff support for additional multimodal planning activities that NSTA performs.

### 2.5 Nondiscrimination Planning

**Description:** SCOG will review planning, programming and project selections to ensure that SCOG decisions do not have a disproportionate adverse impact on protected populations. SCOG will maintain a Title VI complaint log and implement the adopted Title VI Plan to ensure continued nondiscrimination in SCOG’s transportation program. SCOG will continue implementation of activities from the Americans with Disabilities Act (ADA) Self-evaluation and Program Access Plan adopted in July 2022. SCOG will also continue implementation of activities from the most recent Title VI Plan update, adopted in May 2023. The next major updates to the Title VI Plan and ADA Self-evaluation and Program Access Plan are expected to occur in calendar year 2026. Each plan is on a three-year update cycle.

**Responsibilities:** SCOG (lead), WSDOT

**Product:** Conduct ongoing nondiscrimination activities at SCOG throughout SFY 2025.

### 2.6 Nonmotorized Transportation Planning

**Description:** The Non-Motorized Advisory Committee (NMAC) is an advisory committee to the Technical Advisory Committee on nonmotorized issues. Assistance will be provided by the NMAC during SFY 2025 to SCOG member organizations and volunteer groups to improve nonmotorized transportation and safety. Other NMAC activities for SFY 2025 will be determined after their calendar year 2025 work program is approved by the Technical Advisory Committee.

An update to the Skagit County Bike Map will be printed in April/May 2024 with distribution in SFY 2025. The Skagit County Walking Trail Guide will continue to be distributed in SFY 2025.

**Responsibilities:** SCOG

**Product:** Distribution of bike maps and walking trail guides in SFY 2025. Other nonmotorized products consistent with approved NMAC work programs.

## **2.7 Infrastructure Investment and Jobs Act**

**Description:** The federal Infrastructure Investment and Jobs Act (IIJA) was signed into law on November 15, 2021. Many new features of this surface transportation law affect SCOG, specifically the MPO duties that SCOG performs and the federal funding that SCOG receives. There are also many discretionary grant programs created through the law, two of which SCOG applied for funding through in SFY 2024 to assist with regional plans: the Regional Transportation Resilience Improvement Plan; and Regional Safety Action Plan. The Code of Federal Regulations should be updated during the timeframe of the SFY 2025 UPWP with regulations implementing the new law. SCOG will continue to participate in processes related to implementing the IIJA and begin to address changes to MPO duties that the 2021 law requires. Implementation activities may occur at the national, statewide and local levels.

**Responsibilities:** WSDOT (lead), SCOG

**Product:** Participation in implementation activities related to the Infrastructure Investment and Jobs Act in SFY 2025 at the national, statewide and local levels.

## **2.8 Public Participation Plan**

**Description:** The Public Participation Plan guides engagement activities at SCOG and was last updated in 2017. This 2017 update followed a major update to the plan in 2015, which included an assessment of an earlier public participation plan. Another minor update to the 2017 plan is anticipated in SFY 2025, primarily to address changes with governing bodies, advisory committees, remote meetings and new Infrastructure Investment and Jobs Act requirements. The plan update will follow changes in the Code of Federal Regulations, expected in SFY 2025.

**Responsibilities:** SCOG

**Product:** Public Participation Plan amended in SFY 2025, pending new regulations implementing the Infrastructure Investment and Jobs Act.

## **2.9 Regional Multimodal Level of Service**

**Description:** Washington state law requires SCOG to “review level of services methodologies used by cities and counties planning under the Growth Management Act to promote a consistent regional evaluation of transportation facilities and corridors” ([RCW 47.80.023](#)). SCOG documented level of service methodologies used by cities, towns and Skagit County in the Skagit region in April/May 2024 and provided recommendations on how to make them more consistent. House Bill 1181 introduced new multimodal level of service requirements for local governments, beginning with 2025 periodic updates to local comprehensive plans. Consistent with RCW 47.80.023, SCOG will “work with cities, counties, transit agencies, the department of transportation, and others to develop level of service standards or alternative transportation performance

measures”. This work on developing level of service standards, including multimodal, is expected to occur throughout SFY 2025. SCOG will also be jointly establishing level of service standards for state highways and ferry routes with WSDOT, pursuant to [RCW 47.80.030](#), as work is underway for the major Regional Transportation Plan update, due in March 2026.

**Responsibilities:** SCOG (lead), cities, towns, Skagit County, Skagit Transit, WSDOT

**Product:** SCOG will work with other government agencies – including WSDOT, cities, towns, Skagit County, and Skagit Transit – as they develop multimodal level of services standards in SFY 2025. SCOG will also work on jointly establishing level of service standards with WSDOT for state highways and state ferry routes in SFY 2025.

## 2.10 Transportation Elements and Countywide Planning Policies

**Description:** Certify that the transportation element of city/county comprehensive plans and countywide planning policies meet the following requirements:

- a. Reflect the transportation guidelines and principles established in the adopted regional transportation plan and are consistent with other adopted plans;
- b. Conform to the requirements of [RCW 36.70A.070](#); and
- c. Are consistent with Skagit countywide planning policies adopted under [RCW 36.70A.210](#).

**Responsibilities:** SCOG

**Product:** Certification of local comprehensive plan transportation elements and countywide planning policies as necessary in SFY 2025.

## 2.11 Regional Planning Duties

**Description:** Some elements of SCOG’s regional transportation planning organization certification processes are over 20 years old and were generated when Skagit County was part of the Skagit-Island Regional Transportation Planning Organization, which dissolved in 2015. SCOG conducted an in-depth review of the RTPO certification processes and other RTPO duties in March–April 2024, leading to several recommended revisions to refresh certain regional planning duties in SFY 2025. Initial recommendations from the review include: updating the comprehensive plan transportation element certification checklist, primarily due to changes in state law over the past few years, to ensure continued consistency with Growth Management Act requirements; develop a consistency review process to ensure countywide planning policies and the Regional Transportation Plan are consistent, conduct a consistency review whenever either of these products are updated and document consistency; update the guidelines and principles from 1997 – prepared when the Skagit-Island Regional Transportation Planning Organization existed for what was the Skagit Sub-region – to provide for the development and evaluation of comprehensive plan transportation elements; and prepare a periodic update to the transportation strategy for the Skagit region to serve as a guide in preparing the Regional Transportation Plan due in March 2026.

**Responsibilities:** SCOG

**Product:** Regional planning duties updated in first quarter of SFY 2025.

## 2.12 Regional Transportation Resilience Improvement Plan

**Description:** SCOG will prepare a plan to inform how SCOG may implement a resilience focus in its planning activities and investments. This plan will consider natural hazard risk and exposure on the surface transportation system in the Skagit region, as well as pilot analysis methods for future use. The federal Infrastructure Investment and Jobs Act provides for metropolitan planning organizations, such as SCOG, to optionally prepare a resilience improvement plan as part of the new Promoting Resilient Operations for Transformative, Efficient, and Cost-saving Transportation Program. SCOG applied for funding through the PROTECT discretionary grant program in August 2023, and was notified in April 2024 that the project was selected for these federal funds to expand the scope of this project to meet federal requirements. Prior to beginning the procurement process for professional services, SCOG expects to execute an agreement with FHWA in June/July 2024, adding the PROTECT discretionary federal funding to this project.

**Responsibilities:** SCOG (lead), Consultant

**Product:** Completion of Regional Transportation Resilience Improvement Plan expected in SFY 2026.

**Direct Cost:** An estimated \$56,225 of STBG funds and \$125,000 of PROTECT funds will be used for professional services in SFY 2025 for this work task.

## 2.13 Regional Safety Action Plan

**Description:** SCOG was notified in December 2023 that the Federal Highway Administration selected SCOG to receive a Safe Streets and Roads for All discretionary grant to prepare a Regional Safety Action Plan. Once finalized, the plan will help create a safer transportation system for the Skagit region's residents and visitors, while also making jurisdictions eligible for implementation grants for safety projects. The procurement process to hire a consultant to assist with this planning process is expected to begin in June 2024, with a professional services agreement executed in early SFY 2025. Prior to beginning the procurement process, SCOG expects to execute an agreement with FHWA in April/May 2024 prior to utilizing any of the discretionary federal funding for this project.

**Responsibilities:** SCOG (lead), Consultant

**Product:** Work on this plan began in SFY 2024, with completion of Regional Safety Action Plan expected in SFY 2026.

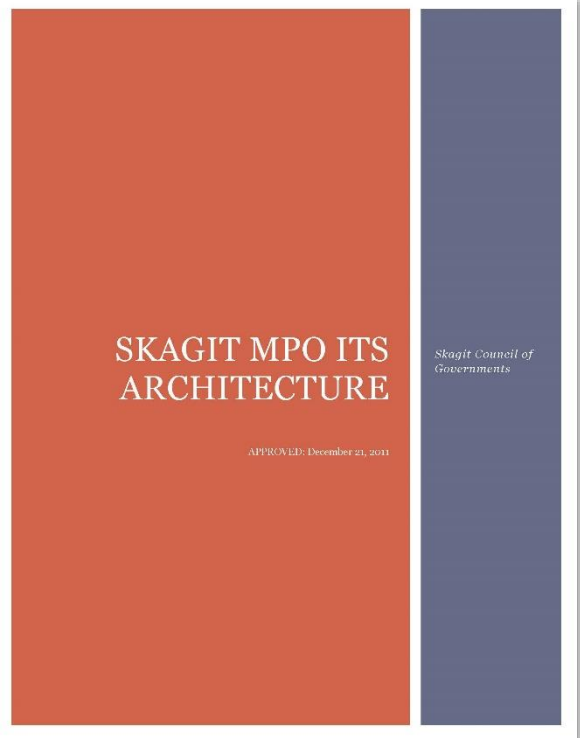
**Direct Cost:** An estimated \$200,000 of SS4A funds will be used for professional services in SFY 2025 for this work task.

## 2.14 Intelligent Transportation Systems Architecture

**Description:** Federal regulations require that SCOG develop an intelligent transportation systems architecture to guide the development of intelligent transportation strategies and projects. SCOG adopted the Skagit MPO Intelligent Transportation System Architecture in December 2011. Since then, SCOG has updated its governance agreement and expanded its metropolitan planning area. As such, the intelligent transportation systems architecture should be updated to reflect the new alignment of SCOG’s planning boundaries and any existing or planned intelligent transportation systems for the Skagit region.

**Responsibilities:** SCOG

**Product:** Intelligent Transportation Systems Architecture updated in SFY 2025.



## ELEMENT 3: PROGRAMMING & PROJECT SELECTION

The **Programming & Project Selection** work program element guides how federally funded and regionally significant transportation projects are selected, prioritized and programmed. The six-year Regional Transportation Improvement Program is updated annually and amended as needed throughout the year. The RTIP is an ongoing process, where funding is programmed to meet regional planning goals as well as federal and state planning emphases. Project selection and prioritization processes typically occur every year.

### WORK TASKS

#### 3.1 Regional Transportation Improvement Program

**Description:** Maintain a fiscally constrained four-year transportation improvement program – including an additional two-year list of illustrative projects – for regionally significant and federally funded transportation projects.

- a. Prepare the RTIP and transmit applicable projects to WSDOT for inclusion in the Statewide Transportation Improvement Program;
- b. As projects require revision, prepare amendments and administrative modifications to the RTIP to program federal funds that become secured or prioritized throughout the year;
- c. Develop RTIP policies and procedures with a goal of programming projects using regionally managed funds - Surface Transportation Block Grant Program, Carbon Reduction Program and Transportation Alternatives Set-aside - for all six program years;
- d. Encourage timely obligation of federal funds; and
- e. Monitor federal obligations monthly and work with partners to encourage meeting regional obligation authority target.

**Responsibilities:** SCOG (lead), Skagit Transit, WSDOT

**Product:** 2025–2030 Regional Transportation Improvement Program adopted by SCOG’s Transportation Policy Board in October 2024. Regional Transportation Improvement Program amendments and administrative modifications as needed in SFY 2025.



### 3.2 Annual Listing of Obligations

**Description:** Prepare an annual listing of obligated projects, showing Federal Highway Administration and Federal Transit Administration funds obligated in calendar year 2024 for the Skagit region.

**Responsibilities:** SCOG (lead), Skagit Transit, WSDOT

**Product:** Annual listing of obligated projects completed in March 2025.

### 3.3 Project Selection and Prioritization

**Description:** SCOG will have one project-selection process and one project-prioritization process occurring in SFY 2025. SCOG’s project-selection process is for Surface Transportation Block Grant Program, Carbon Reduction Program and Transportation Alternatives Set-aside funding. Through this process, SCOG selects projects for federal funding, and later programs selected projects in the RTIP. SCOG’s project-prioritization process will assign regional priority to projects that will compete in the statewide WSDOT Consolidated Grant Program. Regional priorities will be considered in a statewide evaluation of projects, with WSDOT making project-selection decisions – selecting which projects receive funding across Washington.

**Responsibilities:** SCOG (lead), WSDOT

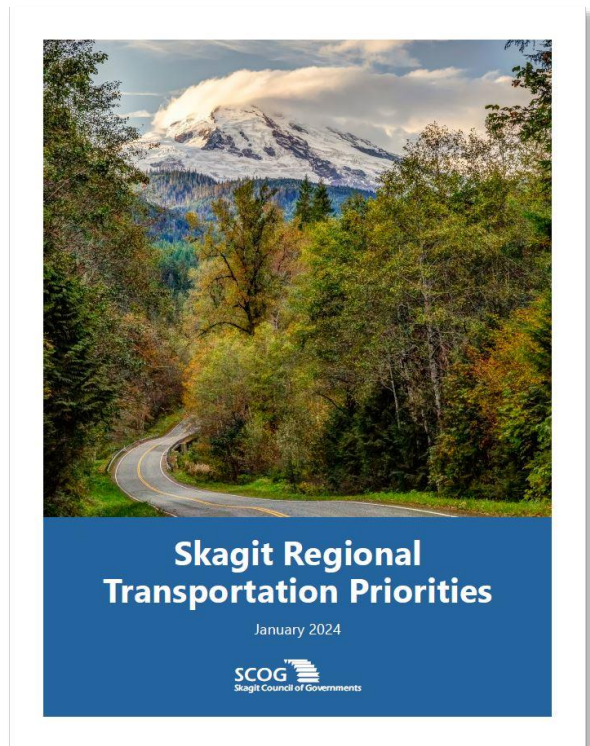
**Product:** Select projects for federal Surface Transportation Block Grant Program, Carbon Reduction Program and Transportation Alternatives Set-aside in June 2025. Complete a regional list of prioritized human services transportation projects in January 2025.

### 3.4 List of Regional High Priority Projects

**Description:** SCOG will prepare a list of projects that are regional priorities prior to the 2025 Washington state legislative session. Projects on the list will represent the highest regional priorities for state transportation funding.

**Responsibilities:** SCOG

**Product:** List of regional high priority projects adopted in December 2024.



## ELEMENT 4: DATA COLLECTION & ANALYSIS

The **Data Collection & Analysis** work program element focuses on the data SCOG needs for regional transportation planning, programming, project-selection and project-prioritization processes. SCOG maintains databases of regional transportation, employment and housing data. These primarily serve as inputs to the regional travel demand model, but also as a valuable information resource in tracking performance of the regional transportation system. SCOG member organizations rely upon these data maintained by SCOG.

### WORK TASKS

#### 4.1 Regional Performance Management

**Description:** In cooperation with Skagit Transit and WSDOT, SCOG will continue to develop regional performance targets. In SFY 2025, SCOG will assist WSDOT with obtaining local National Highway System information to inform the statewide Transportation Asset Management Plan. Other regional performance targets may be revisited by SCOG in SFY 2025 if necessary, including regional FTA targets for transit asset management and transit safety, in consultation with Skagit Transit and WSDOT.

**Responsibilities:** SCOG (lead), Skagit Transit, WSDOT

**Product:** Regional performance targets updated in SFY 2025 as necessary. FHWA regional highway safety performance targets are revisited every year by SCOG, and will be adopted in February 2025. Other regional performance targets, such as FTA targets, may be revisited by SCOG in SFY 2025.

#### 4.2 Travel Demand Model

**Description:** SCOG most recently completed an update to the regional travel demand model in SFY 2021 to inform the Skagit 2045 Regional Transportation Plan, and other transportation planning efforts. The regional travel demand model is utilized by SCOG on an as-needed basis. Model updates in SFY 2025 will include incorporating outputs from a household travel survey that was completed in SFY 2022, and interim modifications to make the model more useful for 2025 local comprehensive plan updates. Additional revisions to the model are expected in SFY 2025 and into SFY 2026, occurring with the major update to the Regional Transportation Plan.

**Responsibilities:** SCOG (lead), Consultant

**Product:** Provide the model and model documentation upon request to local, regional and statewide partners in SFY 2025. Tentative schedule is to complete interim model updates in December 2024 for utilization in 2025 local comprehensive plan updates. Continue model updates throughout SFY 2025 and finalize in SFY 2026, in alignment with major update to Regional Transportation Plan due in March 2026.

**Direct Cost:** This work task involves direct cost which is integrated into the Regional Transportation Plan work task, expected to have one consultant contract with professional services under both work tasks. No additional direct cost is listed here to avoid double counting.



### 4.3 Traffic Counts

**Description:** This task includes a continuation of [SCOG's agreement](#) with Skagit County to perform traffic counting services for jurisdictions within Skagit County. The current agreement expires on January 1, 2025, and a new agreement will need to be negotiated to continue traffic count services with Skagit County, or the current agreement will need to be amended to extend the term. Continue to maintain inventory of traffic and vehicle classification counts and travel time studies from all available sources; store data and make available in electronic format. Count bicycle traffic at permanent count locations in Anacortes and Sedro-Woolley. Post process and analyze traffic-count data as necessary.

**Responsibilities:** SCOG (lead), Consultant

**Product:** Maintain the regional clearinghouse of traffic counts for Skagit County in SFY 2025. Counts will be done throughout the year on both a scheduled and as-needed basis. Execute/amend agreement prior to January 1, 2025 when the current agreement with Skagit County expires.

**Direct Cost:** An estimated \$26,815 of FHWA-FTA CPG funds will be used for traffic counts in SFY 2025, including a pass-through of \$25,950 for traffic counts and \$865 for maintenance of permanent bicycle counters.

### 4.4 Geographic Information Systems

**Description:** Maintain current demographic, roadway infrastructure and other spatial data for GIS applications. Produce maps and conduct geospatial analysis as necessary to support the work program. Maintain GIS data through ArcGIS Online and make available through SCOG's website.

**Responsibilities:** SCOG

**Product:** Provide GIS data and maps as necessary in SFY 2025. Conduct geospatial analysis, including geocoding of employment data used for the regional travel demand model and other purposes. Continue to increase access to SCOG data through ArcGIS Online and story maps.

### 4.5 Highway Functional Classification

**Description:** Update, review and process requests for modifications of the federal highway functional classification system within the Skagit region, as necessary. In SFY 2025, revisit classifications consistent with a past state planning emphasis area suggesting that MPOs review unbuilt proposed routes that have been on the system for six or more years. Resulting adjustments to urban areas, which should be complete prior to SFY 2025, will impact how facilities are classified (i.e. urban vs. rural). WSDOT will lead the highway functional classification process statewide and has made this an area of emphasis in SFY 2025. WSDOT will also update the statewide Freight and Goods Transportation System in SFY 2025, and will request regional traffic-count data from SCOG to input into the process.

**Responsibilities:** WSDOT (lead), SCOG

**Product:** Collaboration with WSDOT on roadway classification issues in SFY 2025. Highway functional classifications updated in the Skagit region in SFY 2025, consistent with changes to

urban areas. Freight and Goods Transportation System updated in SFY 2025, utilizing traffic-count data provided by SCOG.

#### 4.6 Household Travel Survey

**Description:** The household travel survey studies regional travel behavior and public sentiment for what transportation investments should be made. The project informs the regional travel demand model and provides scientifically valid representation of public preference on regional travel issues. The household travel survey was completed in SFY 2022 after several delays due to

travel impacts associated with the COVID-19 pandemic. Work products for SFY 2025 using household travel survey data will be prepared on an as-needed basis.

**Responsibilities:** SCOG

**Product:** Conduct analysis of household travel survey data as needed in SFY 2025. Integrate survey data with regional travel demand model. Develop/refine tools for analyzing household travel survey data.

#### 4.7 Growth Projections and Allocations

**Description:** Prepare regional projections of population, housing and employment growth in the Skagit region. Products of this work task will inform local comprehensive plan updates, due in 2025, and a major update to the Regional Transportation Plan, due in March 2026. Initial projections and allocations were prepared in December 2023. Final projections and allocations should be finalized in December 2024. Consultant work on this project concluded in SFY 2024, but SCOG work will continue into SFY 2025.

**Responsibilities:** SCOG

**Product:** Final projections and allocations of population, housing and employment prepared in SFY 2025. Horizon for products will extend to 2045 for local comprehensive plans and 2050 for the regional transportation plan.



## EXPENDITURES BY WORK TASK

Element	Work Task #	Work Task Title	FHWA-FTA CPG			FHWA - STBG			FHWA - SS4A			FHWA - PRO-TECT	RTPO	Summary			Total
			Total 100.0%	Federal 86.5%	Local 13.5%	Total 100.0%	Federal 86.5%	Local 13.5%	Total 100.0%	Federal 80.0%	Local 20.0%	Federal 100%	State 100.0%	Federal	State	Local	
Administration	1.1	MPO and RTPO Administration	\$53,600	\$46,400	\$7,200	\$88,100	\$76,200	\$11,900	\$0	\$0	\$0	\$0	\$7,900	\$122,600	\$7,900	\$19,100	\$149,600
	1.2	Unified Planning Work Program	\$6,100	\$5,300	\$800	\$11,600	\$10,000	\$1,600	\$0	\$0	\$0	\$0	\$3,900	\$15,300	\$3,900	\$2,400	\$21,600
	1.3	Legislator Contact	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	1.4	Title VI Annual Report	\$4,000	\$3,500	\$500	\$3,000	\$2,600	\$400	\$0	\$0	\$0	\$0	\$0	\$6,100	\$0	\$900	\$7,000
	1.5	Public Participation Plan Annual Report	\$3,200	\$2,800	\$400	\$3,000	\$2,600	\$400	\$0	\$0	\$0	\$0	\$0	\$5,400	\$0	\$800	\$6,200
	1.6	Metropolitan Planning Agreement	\$7,200	\$6,200	\$1,000	\$11,600	\$10,000	\$1,600	\$0	\$0	\$0	\$0	\$0	\$16,200	\$0	\$2,600	\$18,800
	<b>Subtotal</b>			<b>\$74,100</b>	<b>\$64,200</b>	<b>\$9,900</b>	<b>\$117,300</b>	<b>\$101,400</b>	<b>\$15,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$11,800</b>	<b>\$165,600</b>	<b>\$11,800</b>	<b>\$25,800</b>
Multimodal Planning	2.1	Regional Transportation Plan	\$0	\$0	\$0	\$254,100	\$219,800	\$34,300	\$0	\$0	\$0	\$0	\$14,800	\$219,800	\$14,800	\$34,300	\$268,900
	2.2	Statewide Planning Initiatives	\$7,300	\$6,300	\$1,000	\$21,600	\$18,700	\$2,900	\$0	\$0	\$0	\$0	\$5,900	\$25,000	\$5,900	\$3,900	\$34,800
	2.3	Local Transportation Planning	\$1,800	\$1,600	\$200	\$2,300	\$2,000	\$300	\$0	\$0	\$0	\$0	\$2,900	\$3,600	\$2,900	\$500	\$7,000
	2.4	North Sound Transportation Alliance	\$3,700	\$3,200	\$500	\$5,100	\$4,400	\$700	\$0	\$0	\$0	\$0	\$3,900	\$7,600	\$3,900	\$1,200	\$12,700
	2.5	Nondiscrimination Planning	\$6,800	\$5,900	\$900	\$7,400	\$6,400	\$1,000	\$0	\$0	\$0	\$0	\$0	\$12,300	\$0	\$1,900	\$14,200
	2.6	Nonmotorized Transportation Planning	\$3,500	\$3,000	\$500	\$11,800	\$10,200	\$1,600	\$0	\$0	\$0	\$0	\$0	\$13,200	\$0	\$2,100	\$15,300
	2.7	Infrastructure Investment and Jobs Act	\$5,400	\$4,700	\$700	\$5,900	\$5,100	\$800	\$0	\$0	\$0	\$0	\$0	\$9,800	\$0	\$1,500	\$11,300
	2.8	Public Participation Plan	\$6,100	\$5,300	\$800	\$14,900	\$12,900	\$2,000	\$0	\$0	\$0	\$0	\$0	\$18,200	\$0	\$2,800	\$21,000
	2.9	Regional Multimodal Level of Service	\$0	\$0	\$0	\$2,100	\$1,800	\$300	\$0	\$0	\$0	\$0	\$18,000	\$1,800	\$18,000	\$300	\$20,100
	2.10	Transportation Elements and Countywide Planning Policies	\$0	\$0	\$0	\$2,300	\$2,000	\$300	\$0	\$0	\$0	\$0	\$9,700	\$2,000	\$9,700	\$300	\$12,000
	2.11	Regional Planning Duties	\$0	\$0	\$0	\$2,300	\$2,000	\$300	\$0	\$0	\$0	\$0	\$14,800	\$2,000	\$14,800	\$300	\$17,100
	2.12	Regional Transportation Resilience Improvement Plan	\$0	\$0	\$0	\$93,300	\$80,700	\$12,600	\$0	\$0	\$0	\$139,800	\$0	\$220,500	\$0	\$12,600	\$233,100
	2.13	Regional Safety Action Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$263,000	\$210,400	\$52,600	\$0	\$0	\$210,400	\$0	\$52,600	\$263,000
	2.14	Intelligent Transportation Systems Architecture	\$4,900	\$4,200	\$700	\$16,300	\$14,100	\$2,200	\$0	\$0	\$0	\$0	\$0	\$18,300	\$0	\$2,900	\$21,200
<b>Subtotal</b>			<b>\$39,500</b>	<b>\$34,200</b>	<b>\$5,300</b>	<b>\$439,400</b>	<b>\$380,100</b>	<b>\$59,300</b>	<b>\$263,000</b>	<b>\$210,400</b>	<b>\$52,600</b>	<b>\$139,800</b>	<b>\$70,000</b>	<b>\$764,500</b>	<b>\$70,000</b>	<b>\$117,200</b>	<b>\$951,700</b>
Programming & Project Selection	3.1	Regional Transportation Improvement Program	\$6,600	\$5,700	\$900	\$23,200	\$20,100	\$3,100	\$0	\$0	\$0	\$0	\$4,100	\$25,800	\$4,100	\$4,000	\$33,900
	3.2	Annual Listing of Obligations	\$5,800	\$5,000	\$800	\$4,000	\$3,500	\$500	\$0	\$0	\$0	\$0	\$0	\$8,500	\$0	\$1,300	\$9,800
	3.3	Project Selection and Prioritization	\$6,700	\$5,800	\$900	\$30,600	\$26,500	\$4,100	\$0	\$0	\$0	\$0	\$2,700	\$32,300	\$2,700	\$5,000	\$40,000
	3.4	List of Regional High Priority Projects	\$3,100	\$2,700	\$400	\$6,000	\$5,200	\$800	\$0	\$0	\$0	\$0	\$0	\$7,900	\$0	\$1,200	\$9,100
<b>Subtotal</b>			<b>\$22,200</b>	<b>\$19,200</b>	<b>\$3,000</b>	<b>\$63,800</b>	<b>\$55,300</b>	<b>\$8,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,800</b>	<b>\$74,500</b>	<b>\$6,800</b>	<b>\$11,500</b>	<b>\$92,800</b>
Data Collection & Analysis	4.1	Regional Performance Management	\$4,400	\$3,800	\$600	\$9,200	\$8,000	\$1,200	\$0	\$0	\$0	\$0	\$0	\$11,800	\$0	\$1,800	\$13,600
	4.2	Travel Demand Model	\$4,400	\$3,800	\$600	\$22,300	\$19,300	\$3,000	\$0	\$0	\$0	\$0	\$0	\$23,100	\$0	\$3,600	\$26,700
	4.3	Traffic Counts	\$35,200	\$30,400	\$4,800	\$9,700	\$8,400	\$1,300	\$0	\$0	\$0	\$0	\$0	\$38,800	\$0	\$6,100	\$44,900
	4.4	Geographic Information Systems	\$2,000	\$1,700	\$300	\$14,300	\$12,400	\$1,900	\$0	\$0	\$0	\$0	\$0	\$14,100	\$0	\$2,200	\$16,300
	4.5	Highway Functional Classification	\$2,500	\$2,200	\$300	\$9,000	\$7,800	\$1,200	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0	\$1,500	\$11,500
	4.6	Household Travel Survey	\$4,700	\$4,100	\$600	\$5,400	\$4,700	\$700	\$0	\$0	\$0	\$0	\$0	\$8,800	\$0	\$1,300	\$10,100
	4.7	Growth Projections and Allocations	\$5,100	\$4,400	\$700	\$3,700	\$3,200	\$500	\$0	\$0	\$0	\$0	\$2,200	\$7,600	\$2,200	\$1,200	\$11,000
<b>Subtotal</b>			<b>\$58,300</b>	<b>\$50,400</b>	<b>\$7,900</b>	<b>\$73,600</b>	<b>\$63,800</b>	<b>\$9,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,200</b>	<b>\$114,200</b>	<b>\$2,200</b>	<b>\$17,700</b>	<b>\$134,100</b>
<b>Total</b>			<b>\$194,100</b>	<b>\$168,000</b>	<b>\$26,100</b>	<b>\$694,100</b>	<b>\$600,600</b>	<b>\$93,500</b>	<b>\$263,000</b>	<b>\$210,400</b>	<b>\$52,600</b>	<b>\$139,800</b>	<b>\$90,800</b>	<b>\$1,118,800</b>	<b>\$90,800</b>	<b>\$172,200</b>	<b>\$1,381,800</b>

Note: Figures rounded to nearest hundred

## EXPENDITURES & REVENUE BY FUND TYPE

### FEDERAL FUNDS

	Program Fund Source	Element 1: Administration	Element 2: Multimodal Planning	Element 3: Programming & Project Selection	Element 4: Data Collection & Analysis	Est. Total Expenditures	Est. Total Revenue	Est. Carry Forward from 2024	Est. Carry Forward to 2026
<b>SCOG</b>	FHWA-FTA CPG Federal Funds - 86.5%	\$64,100	\$34,300	\$19,200	\$50,400	\$168,000	\$434,600	\$106,600	<b>\$373,200</b>
	Local Match - 13.5%	\$10,000	\$5,300	\$3,000	\$7,900	\$26,200	\$26,200	N/A	
	FHWA STBG Federal Funds - 86.5%	\$101,300	\$380,400	\$55,300	\$63,900	\$600,900	\$638,300	\$120,500	<b>\$157,900</b>
	Local Match - 13.5%	\$15,800	\$59,400	\$8,600	\$10,000	\$93,800	\$93,800	N/A	
	FHWA SS4A Federal Funds - 80.0%	\$0	\$210,400	\$0	\$0	\$210,400	\$300,000	\$0	<b>\$89,600</b>
	Local Match - 20.0%	\$0	\$52,600	\$0	\$0	\$52,600	\$52,600	N/A	
	FHWA PROTECT Federal Funds - 100.0%	\$0	\$139,800	\$0	\$0	\$139,800	\$300,000	\$0	<b>\$160,200</b>
	<b>Total</b>	<b>\$191,200</b>	<b>\$882,200</b>	<b>\$86,100</b>	<b>\$132,200</b>	<b>\$1,291,700</b>	<b>\$1,845,500</b>	<b>\$227,100</b>	<b>\$620,700</b>

Note: Figures rounded to nearest hundred

### STATE FUNDS

	Program Fund Source	Element 1: Administration	Element 2: Multimodal Planning	Element 3: Programming & Project Selection	Element 4: Data Collection & Analysis	Est. Total Expenditures	Est. Total Revenue	Est. Carry Forward from 2024	Est. Carry Forward to 2026
<b>SCOG</b>	RTPO	\$11,800	\$70,000	\$6,800	\$2,200	\$90,800	\$0	\$90,800	<b>\$0</b>
	<b>Total</b>	<b>\$11,800</b>	<b>\$70,000</b>	<b>\$6,800</b>	<b>\$2,200</b>	<b>\$90,800</b>	<b>\$0</b>	<b>\$90,800</b>	<b>\$0</b>

Note: Figures rounded to nearest hundred

## SURFACE TRANSPORTATION BLOCK GRANT FUNDING BREAKDOWN

The following funding table is provided to show estimated federal Surface Transportation Block Grant Program funds with local match for applicable projects programmed in the SFY 2025 UPWP.

SCOG Administration occurs every state fiscal year, with the next year of funding spanning SFY 2025. SCOG anticipates obligation of the SCOG Administration federal funding prior to start of SFY 2025. These STBG funds provide revenue to support work tasks in the SFY 2025 UPWP, as illustrated in the [Expenditures by Work Task](#) table.

A consultant contract is expected to begin in SFY 2025 for the Regional Transportation Resilience Improvement Plan, with the contract ending in SFY 2026. Federal Surface Transportation Block Grant Program funds were authorized in SFY 2023 for the Regional Transportation Resilience Improvement Plan, and SCOG was notified in April 2024 that the project was selected to receive PROTECT discretionary funding as well.

A consultant contract is expected to begin in SFY 2025 and continue into SFY 2026 for the major Regional Transportation Plan update, with federal funds authorized in SFY 2024.

	Program Fund Source	SCOG Admin. (SFY 2025 est.)	Consultant Contract: Regional Transportation Resilience Improvement Plan (SFY 2025 est.)	Consultant Contract: Regional Transportation Plan (SFY 2025 est.)
<b>SCOG</b>	FHWA STBG Federal Funds - 86.5%	\$292,336	\$56,225	\$175,000
	Local Match - 13.5%	\$45,625	\$8,775	\$27,312
	<b>Total</b>	<b>\$337,961</b>	<b>\$65,000</b>	<b>\$202,312</b>

### REDISTRIBUTED OBLIGATION AUTHORITY

Washington state has a statewide process to request and receive redistributed obligation authority, which is made available nationwide by FHWA every federal fiscal year. In Washington state, requests for redistributed obligation authority are made to WSDOT through coordinated regional processes, which is administered by SCOG in the Skagit region. Authorizations of redistributed obligation authority occur at the end of each federal fiscal year, typically in September before the federal fiscal year ends on September 30.

If SCOG requests and receives redistributed obligation authority for use in SFY 2025 for **SCOG Admin.**, the amount requested and received shall not exceed an additional \$142,080 in federal funds with \$22,174 local match – equaling the estimated FHWA-FTA CPG expenditures for SFY 2025, minus the costs for the Traffic Counts work task that goes to Skagit County to perform traffic-count services. If received by SCOG, redistributed obligation authority would be used for work tasks identified in the UPWP, and the UPWP may require amendment after additional funding is authorized by FHWA to ensure the funding is adequately accounted for in the work program.

If SCOG requests and receives redistributed obligation authority for use in SFY 2025–2026 for the **Regional Transportation Plan**, the amount requested and received shall not exceed an additional \$346,000 in federal funds with \$54,000 local match – potentially doubling federal funding and local match for this project. If received by SCOG, redistributed obligation authority would be used for three components addressing new federal and state requirements: (1) expanding travel demand modeling activities, primarily related to new requirements imposed

on local jurisdictions and RTPOs by recent changes in the Growth Management Act; (2) expanding planning capacity at the regional level for vehicle miles traveled, greenhouse gas emissions and multimodal level of service addressing new federal and state requirements, which may include some crossover with modeling activities; and (3) fully integrating equity considerations into the Regional Transportation Plan, consistent with Washington state’s E2SSB 5141, and federal emphasis on advancing racial equity and support for underserved communities via Executive Order 13985 and the Justice40 Initiative.

Any redistributed obligation authority received by SCOG, or other agencies in the Skagit region, neither reduces nor increases the FHWA federal funds WSDOT allocates annually for transportation projects. Most recently updated in May 2022, the [Local Agency Federal OA Policy](#) dictates the statewide process for redistributed obligation authority that the WSDOT Local Programs Division manages.

## EXPECTED CONSULTANT & AGENCY AGREEMENTS

Agreements expected between SCOG and other parties related to SFY 2025 UPWP work tasks are included in the following table. Descriptions of the work tasks are included in their respective UPWP elements. Estimated costs are for SFY 2025 only and do not include any matching funds.

Work Task #	Work Task Title	Agreement Type	Fund Type	Estimated Cost
2.1	Regional Transportation Plan	Professional Services	FHWA STBG	\$175,000
2.12	Regional Transportation Resilience Improvement Plan	Professional Services	FHWA STBG & FHWA PROTECT	\$181,225
2.13	Regional Safety Action Plan	Professional Services	FHWA SS4A	\$200,000
4.3	Traffic Counts	Interlocal	FHWA-FTA CPG	\$25,950
<b>Total</b>				<b>\$582,175</b>

## CONTACT INFORMATION

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## Appendix A: BOARD MEMBERSHIP

The Skagit Council of Governments Transportation Policy Board has the authority to make regional transportation decisions for the MPO and RTPO. The responsibilities of the Transportation Policy Board include approving planning documents and programs, selecting projects for funding, as well as establishing regional transportation planning policies.

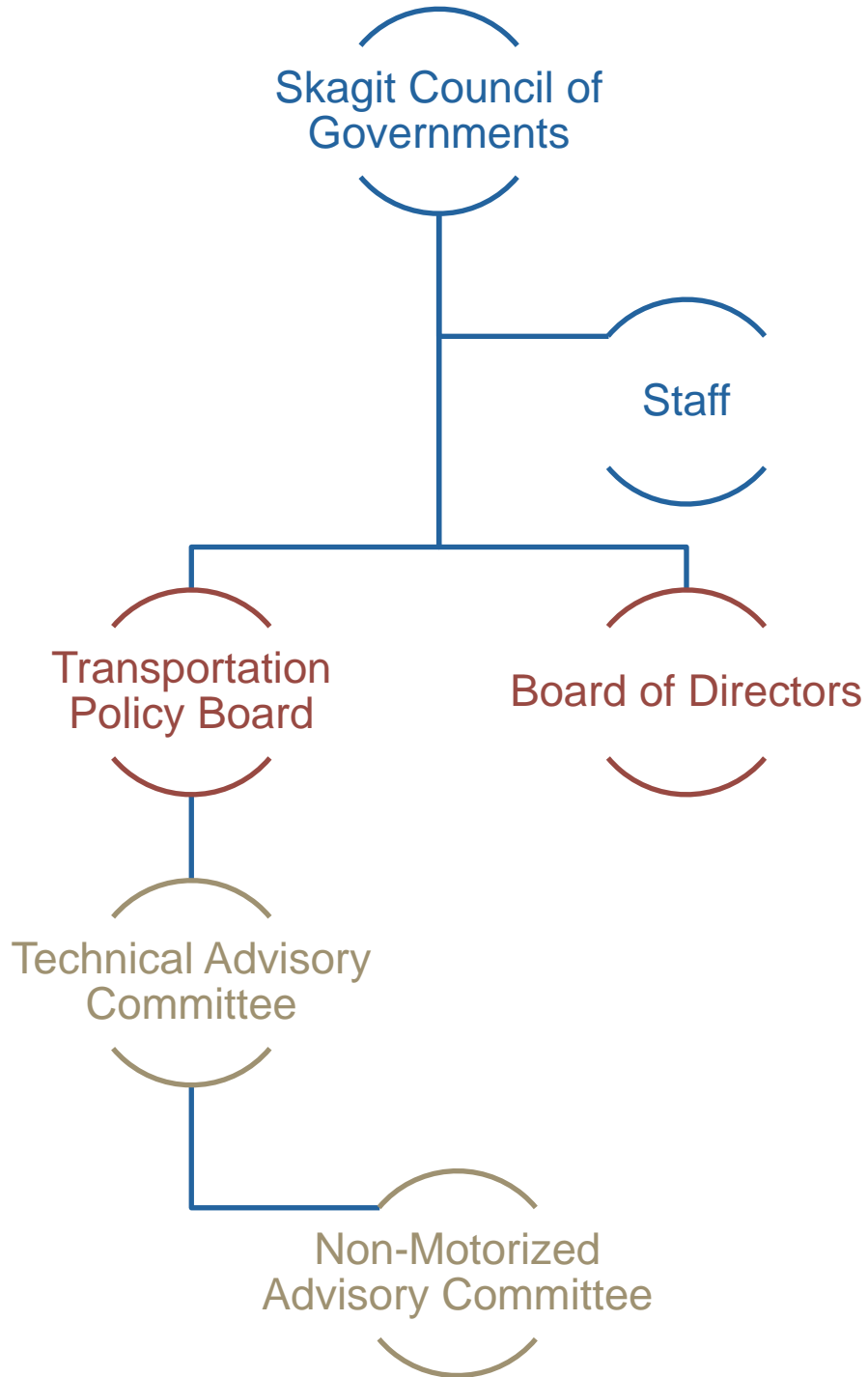
**VOTING MEMBERS OF TRANSPORTATION POLICY BOARD:**

City of Anacortes	Port of Skagit	Town of Hamilton
City of Burlington	Samish Indian Nation	Town of La Conner
City of Mount Vernon	Skagit County	Town of Lyman
City of Sedro-Woolley	Swinomish Indian Tribal Community	Washington State Depart- ment of Transportation
Port of Anacortes	Town of Concrete	

**NON-VOTING MEMBERS OF TRANSPORTATION POLICY BOARD:**

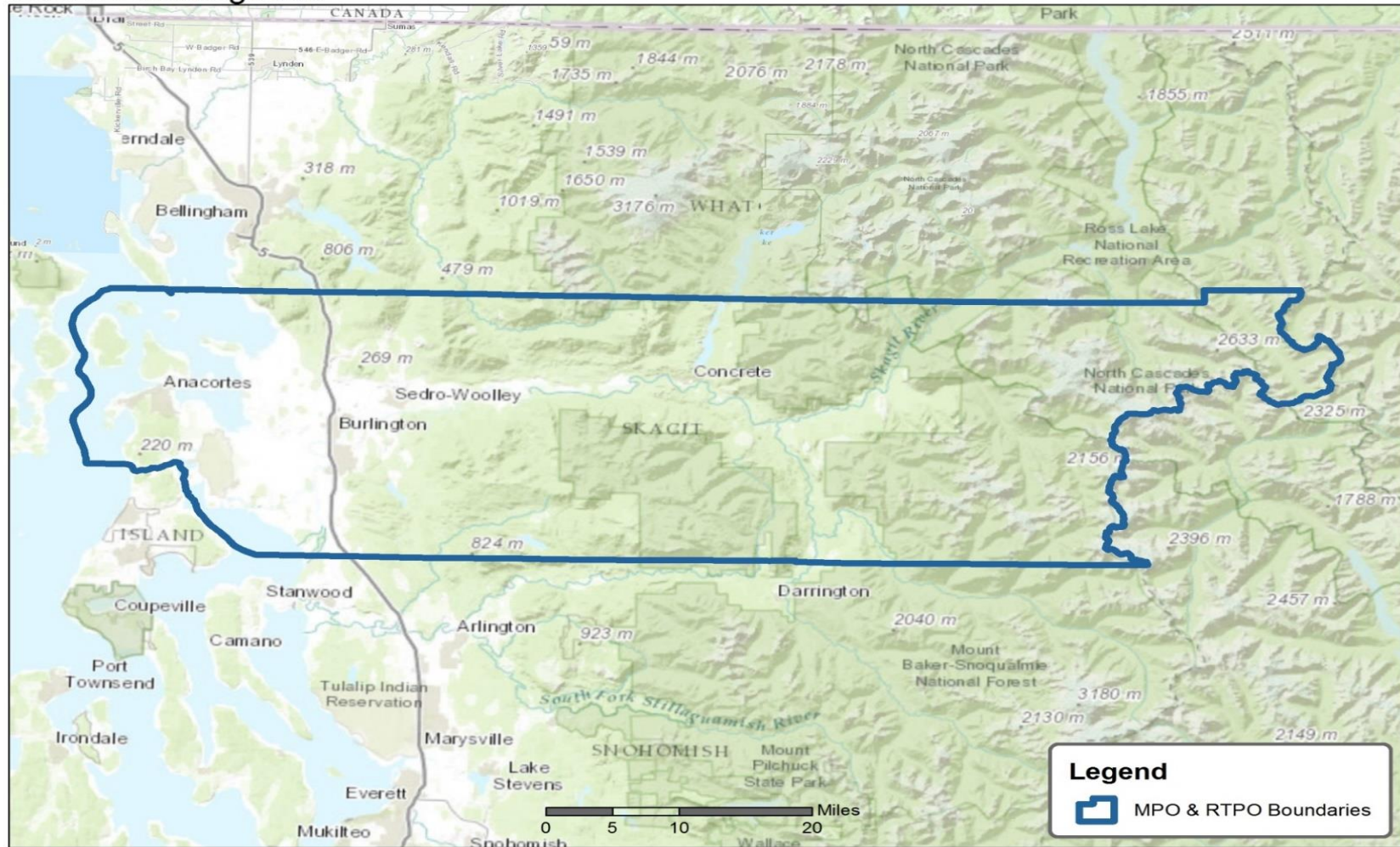
- Major Employer Representative
- Skagit Public Utility District
- Washington State Legislative  
Delegation (Districts 10, 39,  
40)

# Appendix B: ORGANIZATIONAL STRUCTURE



# Appendix C: MPO & RTPO PLANNING AREA

SCOG Planning Area



## Appendix D: CORE PROGRAMS AND FUNCTIONS

Administration	Multimodal Planning	Programming & Project Selection	Data Collection & Analysis
<ul style="list-style-type: none"> <li>•MPO and RTPPO Administration</li> <li>•Training</li> <li>•Annual Budget</li> <li>•Annual Reports</li> <li>•Unified Planning Work Program</li> <li>•Governance</li> </ul>	<ul style="list-style-type: none"> <li>•Regional Transportation Plan</li> <li>•Corridor Studies</li> <li>•Statewide Planning Initiatives</li> <li>•Nondiscrimination Planning</li> <li>•Intelligent Transportation System Architecture</li> <li>•Participation Plan</li> <li>•Coordinated Public Transit-Human Services Transportation Plan</li> <li>•Transportation Elements and Countywide Planning Policies Certification</li> <li>•Regional Level of Service</li> </ul>	<ul style="list-style-type: none"> <li>•Regional Transportation Improvement Program</li> <li>•Surface Transportation Block Grant Program Project Selection</li> <li>•Carbon Reduction Program Project Selection</li> <li>•Annual Listing of Obligations</li> <li>•Transportation Alternatives Set-aside Project Selection</li> <li>•Human Services Project Prioritization</li> </ul>	<ul style="list-style-type: none"> <li>•Travel Demand Model</li> <li>•Traffic Counts</li> <li>•Geographic Information Systems</li> <li>•Household Travel Survey</li> <li>•Population and Employment Forecasts</li> <li>•Highway Functional Classification</li> <li>•Regional Performance Management</li> </ul>

MPO (Federal)

RTPPO (State)

MPO & RTPPO

## **Appendix E: PLANNING PROJECTS BY OTHER AGENCIES**

### **CITY OF ANACORTES**

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#### **LOCAL SAFETY ACTION PLAN**

Along with SCOG, the City of Anacortes received funding from FHWA to prepare a Safety Action Plan. The selection of both projects for funding was announced by FHWA in December 2023. Anacortes’s project will be underway during the same timeframe as SCOG’s, and the planning processes for each plan will be coordinated to ensure both plans are consistent.

*Schedule:* Calendar years 2024–2025

*Funding:* FHWA Safe Streets and Roads for All Grant Program funds

### **SKAGIT TRANSIT**

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#### **2024 TRANSIT DEVELOPMENT PLAN**

As per [RCW 35.58.2795](#), Skagit Transit updates a six-year Transit Development Plan (TDP) every year for submittal to WSDOT by September 1<sup>st</sup>. The TDP identifies proposed service changes and capital projects over a six-year period and provides the public an opportunity to comment on these planned activities.

*Schedule:* May–August 2024

*Funding:* Local funds

#### **2024 LONG-RANGE TRANSIT PLAN**

Skagit Transit will be engaging in a strategic planning process in 2024. The goal of this process is to help the agency chart a path forward with its services as it emerges from the pandemic. This will include a public outreach process that includes a public survey and two sets of public meetings. The project will be comprised of three distinct efforts that will have a joint public outreach campaign. Part One is a Comprehensive Operations Analysis of local fixed route operations. Part Two is the NW Washington Regional Transit Study that is a joint project between Skagit Transit, WTA, and Island Transit. Part Three is a study for deploying microtransit services in western Skagit County.

*Schedule:* January–November 2024

#### **Part One: Comprehensive Operations Analysis**

This review will include a demographic review of the areas Skagit Transit serves and does not serve to make sure their services are oriented towards the demographics who will most likely use their services. Part One will include an analysis of routing, ridership and service effectiveness.

*Funding:* Local funds

## **Part Two: NW Washington Regional Transit Study**

The County Connector service that is currently provided in northwest Washington will need to adapt to growth in the region. Skagit Transit, in partnership with Island Transit and WTA, will conduct a consultant led study of intercountry travel on public transportation in our region. This study would look at expected growth in usage and make recommendations related to service levels and infrastructure necessary to meet the anticipated demand. Skagit Transit will serve as the lead agency for this project.

*Funding:* WSDOT Consolidated Grant Program funds

## **Part Three: Microtransit Study**

Skagit Transit is seeking funding to develop an operational plan for deploying microtransit services in western Skagit County. Fidalgo Island is home to Indian tribes and possesses some challenging geography that makes traditional fixed-route service difficult to provide. Northwest Skagit County is a large agricultural area that uses migrant agricultural workers. Some workers live in urban areas and need access to rural worksites. Some workers live in employer-provided housing in rural areas and need to access services available in the urban area. The flexible nature of microtransit enables it to provide service for a variety of populations such as seniors aging in place, low income and migrant workers. This plan would be crafted to allow Skagit Transit to replicate it in other areas of Skagit County as needed.

*Funding:* FTA Areas of Persistent Poverty Program funds

## **WASHINGTON STATE DEPARTMENT OF TRANSPORTATION**

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### **I-5 SKAGIT TRANSPORTATION STUDY**

The Washington state transportation system is evolving and growing; and to meet that need WSDOT has initiated a two-part study to identify solution alternatives to address mobility and safety issues identified during the 2021 Interstate 5 Baseline Transportation Analysis. The study will focus on an area located within the Mount Vernon and Burlington urban area, between Old Highway 99 at Exit 224 and Cook Road at Exit 232. Solutions will first consider measures that improve and enhance the operating capacity of the interstate system through the deployment of intelligent transportation systems, and second demand management strategies to help remove unnecessary trips on I-5 by enhancing opportunities for transit, biking, walking and other activities to meet near- and long-term regional objectives.

*Schedule:* Phase I Existing and Future Forecast Analysis, calendar years 2023–2024; Phase II Strategies and Solution Alternatives Analysis, calendar years 2024–2026

*Funding:* WSDOT funds

### **CASCADIA HIGH-SPEED RAIL SERVICE DEVELOPMENT PLAN**

WSDOT and its partners in Oregon and British Columbia are working to advance planning for a proposed high-speed rail system that would connect the metropolitan areas of Portland, Seattle, and Vancouver, BC. The opportunity is to realize transformative social, environmental, and economic benefits by leveraging one-hour, low/no emission trips, with speeds up to 250 mph. This planning phase will begin the engagement and analysis work necessary to produce a set of route and station alternatives along the

corridor. This work will be closely coordinated with the I-5 Master Plan effort within the Cascadia High-Speed Rail and I-5 Program and with partners in Oregon and British Columbia.

*Schedule:* To Be Determined

*Funding:* WSDOT and US federal funds

## Appendix F: LONG-TERM WORK SCHEDULE

### STATE FISCAL YEAR 2026–2029 WORK SCHEDULE

Several work tasks are anticipated past the one-year timeframe of the UPWP. Work tasks that appear on every UPWP are excluded. Some of the work tasks began in SFY 2024 and carryover into future work programs while others may begin after SFY 2025. The long-term work schedule is not intended to be a comprehensive list of all future work tasks.

Work tasks anticipated from SFY 2026–2029 are included in the following table.

Work Task	Description	Consultant Contract	State Fiscal Year			
			2026	2027	2028	2029
Regional Transportation Plan	An update to the metropolitan-regional plan is completed every five years. This will be a major update to the plan. Completion is anticipated in March 2026.	✓	Complete			
Travel Demand Model	Updates to the model occurring concurrently with the Regional Transportation Plan update.	✓	Complete			
Regional Safety Action Plan	The planning process for this plan begins in SFY 2025, with plan adoption expected in SFY 2026.	✓	Complete			