



OVERALL WORK PROGRAM FOR THE SHASTA REGIONAL TRANSPORTATION AGENCY

Fiscal Year 2023-2024

Final Draft to be Presented to SRTA
Board of Directors April 27, 2023

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This document was funded in part through grants from the Federal Highway Administration, Federal Transit Administration and the U.S. Department of Transportation. The views and opinions of the agency expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.

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PROSPECTUS

ABOUT SRTA

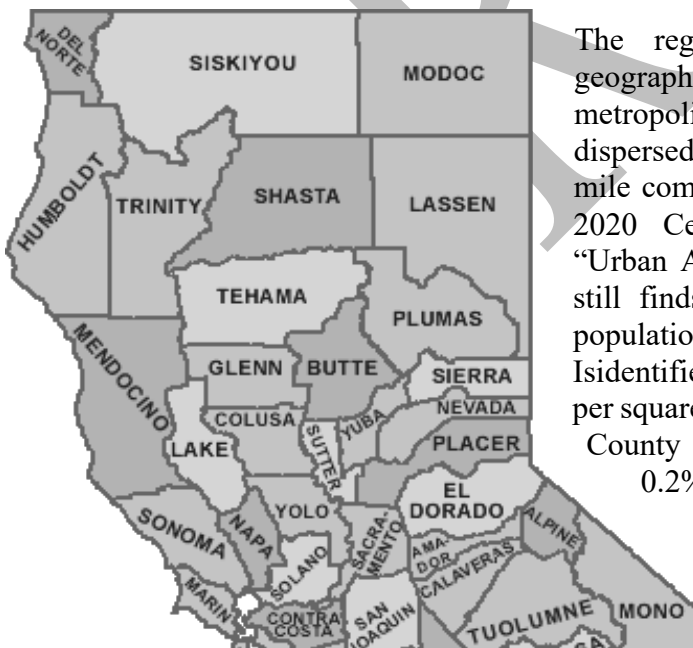
As the federally-designated Metropolitan Planning Organization (MPO) for Shasta County, the Shasta Regional Transportation Agency (SRTA) is responsible for coordinated transportation planning, programming of transportation funding, and the development and implementation of transportation policy for the Shasta Region.

SRTA performs transportation needs and related studies; prioritizes specific infrastructure improvements; and pursues prospective funding sources. All such activities are conducted under the direction of the SRTA Board of Directors – a seven-member body of locally elected officials representing the county, cities, and the Redding Area Bus Authority (RABA).



THE REGION

Shasta County is located at the geographic center and transportation crossroads of California's North State. The region has an area of 3,750 square miles covering the northern end of the Sacramento Valley and southern portions of the Cascade mountain range. Shasta County is home to approximately 182,000 residents, approximately 66% of which live in the Redding Urban Area (which includes the Cities of Anderson and Shasta Lake) along Interstate 5. The City of Redding is the county seat and the region's socio-economic center.



The region is largely rural in character and geographically separated from other California metropolitan regions. Its population is one of the most dispersed in the state, having 47 persons per square mile compared to the statewide average of 251. The 2020 Census eliminated the distinction between “Urban Areas” and “Urbanized Areas,” but Redding still finds itself among the lowest (20th-percentile) population density of California's 192 Urban Area Identified in the 2020 Census, with just 1,798 persons per square mile. Average annual growth rate for Shasta County between 2010 and 2021 was approximately 0.2%.

ORGANIZATIONAL STRUCTURE

California counties are required to form a regional transportation planning agency (RTPA) as a condition of receiving state transportation funds, including transit funds. Gradually, through laws such as the Transportation Development Act (1971) and Senate Bill 45 (1997), local elected officials via the respective RTPAs received greater authority to determine the most appropriate use of transportation revenues. Prior to the creation of RTPAs, these decisions were made by the state.

SRTA was established under state law in 1972. When Shasta County's urban area population exceeded 50,000 in 1980, SRTA became recognized as one of 18 metropolitan planning organizations (MPOs) in California. Formation of a regional MPO is a prerequisite to receiving federal transportation dollars (23 U.S.C. 134 and 135). The federal MPO designation added responsibilities that sometimes overlap with state requirements. In Shasta County, SRTA was established as a single entity to fulfill both the state (i.e., RTPA) and federal (i.e., MPO) requirements, thereby avoiding the confusion created in other regions of the state where two or more agencies overlap with similar roles.

A memorandum of understanding (MOU) between the county of Shasta, Caltrans, Redding Area Bus Authority (RABA), and the cities of Anderson, Redding, and Shasta Lake was established. The MOU outlines legal foundations and responsibilities for the planning and programming of transportation funding; establishes the agency's organizational structure; and defines general funding processes. The MOU is reviewed and revised periodically to incorporate statutory changes. A master fund transfer agreement is required that sets forth terms and conditions for spending federal transportation planning funds. On July 1, 2012, SRTA became an independent agency, no longer under the county of Shasta. Since this time, the agency's various policies have been revisited and updated as appropriate to reflect independent agency status.

PURPOSE OF THE OVERALL WORK PROGRAM

Each year SRTA prepares an Overall Work Program (OWP) and budget describing all comprehensive planning activities proposed to be undertaken by the agency and its partners in the upcoming fiscal year (July 1 through June 30). The OWP is prepared in accordance with federal guidance (23 CFR part 420, 23 CFR part 450, and FTA Circular 8100.1C) and state guidance (California Department of Transportation MPO OWP Guidance & Regional Planning Handbook).

The OWP serves the following functions:

1. It satisfies federal requirements for an MPO to develop and adopt an annual OWP for the receipt of federal and state transportation dollars;
2. It serves as the reference document for the public, agencies, and elected officials who desire to understand SRTA's objectives and how these are being met through a continuing, cooperative, and comprehensive planning process (3 C's); and
3. It serves as a management tool to ensure that all transportation planning activities are being accomplished on schedule and within budget.

The OWP is comprised of the following components:

Section 1: Regional Transportation Planning Process - Describes regional transportation planning responsibilities, priorities, and methods.

Section 2: Consistency with Federal and State Transportation Planning – Describes how the regional transportation planning process aligns with federal and state funding priorities.

Section 3: Fiscal Year Regional Priorities – Outlines current year challenges and opportunities that the work program aims to address.

Section 4: Current and Future Fiscal Year Budget and Work Program – Describes the agencies revenues, expenditures, and work program divided into work elements.

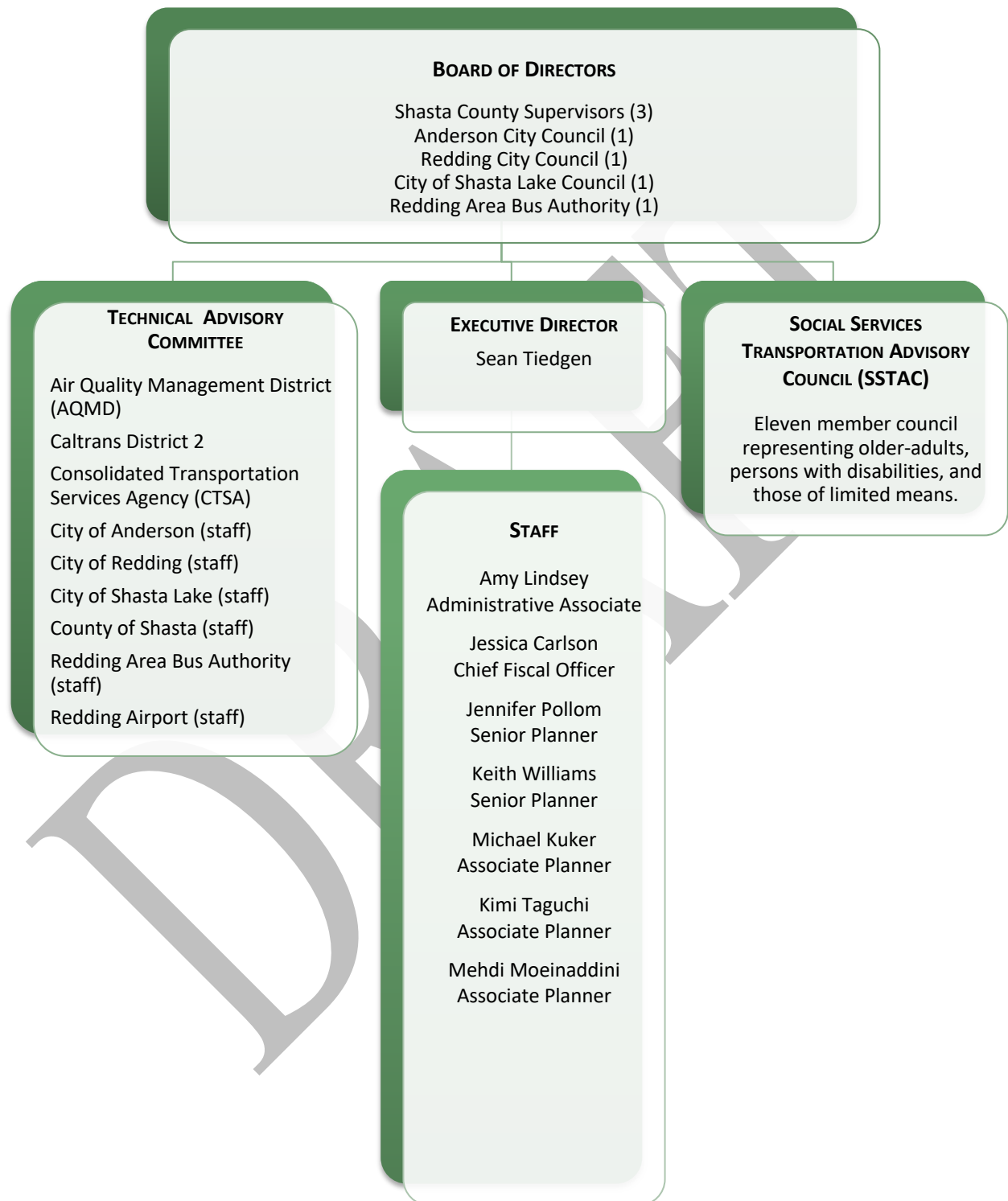
The planning budget in this OWP represents staff hours, consultant services, fixed-assets, and supplies necessary to accomplish work tasks and products. Indirect costs, including some administrative expenses, are accounted for in the agency's Indirect Cost Allocation Plan (ICAP). To ensure planning activities are consistent in the region, all relevant planning activities – regardless of funding sources – are included in the OWP.

MANAGEMENT OF THE OVERALL WORK PROGRAM

Each year in December the SRTA Board of Directors adopts regional planning priorities for the upcoming fiscal year. A call for local agency planning projects based on regional planning priorities, and consistent with Federal Planning Factors and California Priority Emphasis Areas, is administered each year in January if the agency determines that planning funds are available. Draft work element worksheets and a corresponding budget is prepared for review and comment in February of each year and submitted to state and federal funding partners by March 1. Funding agencies review the draft OWP and indicate conditions for acceptance. The final draft OWP is prepared for approval by the SRTA Board of Directors in April of each year and subsequently submitted as a grant application for federal planning funds pursuant to 23 CFR 450.308. The final OWP must be completed by May of each year in order to provide sufficient time to authorize funding of the MPO planning program by July 1 by Caltrans and the U.S. Department of Transportation.

As needed, the OWP is amended throughout the year to reflect changes in scope and budget. The OWP must be formally amended when there are substantive changes to work elements funded with the Consolidated Planning Grant (CPG) or if the changes impact regional planning activities. Administrative amendments involve minor changes that do not affect delivery of regional transportation planning tasks, activities, steps, products, or the funding amounts listed in the OWP Agreement (OWPA). Formal amendments require state and federal approval. Administrative amendments may be accomplished unilaterally by SRTA and forwarded to Caltrans.

ORGANIZATIONAL CHART



SRTA TASK DISBURSEMENT & CONTACT INFORMATION

SHASTA REGIONAL TRANSPORTATION AGENCY STAFF ASSIGNMENTS	
LEAD STAFF	AREA OF RESPONSIBILITY (Backup Staff)
Sean Tiedgen Executive Director 530-262-6190 stiedgen@srta.ca.gov	Overall Management of All Work Products
	Human Resources and Staff Development
	Policy and Administration
	Local, State and Federal Agency Liaison
	I-5 Project Implementation
	Manage Board of Directors and Technical Advisory Committee Meetings
	Capital, Operating and Planning Investment Strategies
	Caltrans D2 Coordination
	Overall Work Program (Jessica / Keith)
	Procurement Quality Control (Jessica / Michael)
	Highway/Interstate Grants (All)
	CTC Townhall – April 2023 (Michael / All)
Amy Lindsey Administrative Associate 530-262-6196 alindsey@srta.ca.gov	Administration (Sean)
	Board Meetings, Staff Reports (Sean and Keith)
	SRTA Website Updates (Michael)
	Facility Liaison (Michael)
	Risk Management/Insurance (Jessica / Sean)
	Organize staff meetings (Sean / Jessica)
	Project Photography (All)
	Benefits Administrator (Jessica)
Jessica Carlson Chief Fiscal Officer 530-262-6193 mlong@srta.ca.gov	Fiscal/Accounting (Sean)
	Finance Committee (Sean)
	Financial Reporting to BOD (Sean)
	Audits (Sean)
	Payroll (Amy / Jenn)
	PPM Allocations and Reporting (Keith / Kimi / Sean)
	Fiscal and Human Resources Policies (Sean / Amy)
	Indirect Cost Allocation Plan (Sean)
	Transportation Development Act and Public Transit Compliance (Sean / Jenn)
	Bill Pay (Jenn)
	Procurement Administration and Policy (Sean / Michael)
	Mid-Manager Rotation Duties
	Draft Board of Directors and Technical Advisory Committee Materials
	SRTA Grant Administration (Sean)

SHASTA REGIONAL TRANSPORTATION AGENCY STAFF ASSIGNMENTS (PAGE 2)	
LEAD STAFF	AREA OF RESPONSIBILITY (Backup Staff)
Jenn Pollom Senior Planner 530-262-6195 jpollom@srta.ca.gov	CFO Backup
	Transit Administration Grants (FTA, TIRCP, etc.) (Kimi / Sean)
	Intercity Bus Grants (Kimi)
	Salmon Runner Implementation (Sean / Kimi)
	North State Transit Meetings (Kimi)
	Passenger Rail Planning (Kimi)
	Beach Bus
	Long Range Transit Plan Implementation (Sean / Kimi)
	GIS Contracting and Administration (Michael)
	Regional Transportation Plan (All)
	Alternative Fuel Vehicles and Other GHG Technology (Sean)
	Transit Needs Assessment (Kimi / Sean)
Keith Williams Senior Planner 530-262-6192 kwilliams@srta.ca.gov	Caltrans Planning Grants (All)
	Need a Ride Brochure Update (Jenn / Kimi / Sean)
	Sustainable Shasta Study (TBD)
	Shasta Trunk Lines (Sean / Michael)
	Local Agency Support for ATP Projects (Michael)
	GoShasta Plan Follow-up (TBD)
	Manage SRTA's Non-Motorized Program (Sean)
	AHSC Grants (Sean)
	Carbon Reduction Program (Kimi / Sean)
	RSTP (Jessica / Kimi / Sean)
	Subrecipient Cooperative Agreements (Jessica / All)
Michael Kuker Associate Planner 530-262-6204 mkuker@srta.ca.gov	SR 273 Corridor Plan (Sean)
	SRTA Building Improvement Projects (Sean / Amy)
	Information Technology Liason (Sean)
	SRTA Website Maintenance (Amy / Keith / Sean)
	Healthy Shasta Liason (Jenn)
	Maintain Social Media (Keith / Sean)
	North State Super Region (Sean)
	Rural Counties Task Force (Sean)
	North State GIS Group (Jenn)
	Tribal Governments Liason (Mehdi / Sean)
	Freight Corridor Planning (Kimi / Sean)
	Adaptation Planning
	State Performance Measure Reporting (Mehdi / Sean)
	CEQA Development Review (Sean)

SHASTA REGIONAL TRANSPORTATION AGENCY STAFF ASSIGNMENTS (PAGE 3)	
LEAD STAFF	AREA OF RESPONSIBILITY (Backup Staff)
Kimiko Taguchi Associate Planner 530-262-6205 ktaguchi@srta.ca.gov	Transit Administration Grants (FTA, TIRCP, etc.) (Jenn / Sean)
	Low Carbon Transit Operations Program (Sean)
	State of Good Repair (Sean / Jenn)
	Innovative Clean Transit Rule Rollout Plan (Sean / Jenn)
	DHCL Vehicle Procurements (Jenn / Sean)
	CTSA Administration (Sean / Jessica)
	Update SRTA's Transit History document (Jenn / Sean)
	Social Services Transportation Advisory Committee
	Shasta Coordinated Transportation Plan Implementation (Jenn / Sean)
	Transportation Improvement Programs (RTIP, STIP, FTIP) (Sean / Keith / Jessica)
Mehdi Moeinaddini Associate Planner 530-262-6206 mmoeinaddini@srta.ca.gov	Land Use Model and Development Tool (Sean / Michael)
	Regional Modeling Tools (Michael)
	SRTA Overview Update (Keith)
	Federal Performance Monitoring and HPMS traffic count reporting (Michael / Sean)
	Air Quality Monitoring (Michael / Sean)
	REAP 2.0 (Michael)
	Intelligent Transportation Systems Project Studies and Plans (Michael)
	Public Participation and Title VI Plan (Michael / Keith)
	Disadvantaged Business Enterprise Program (Michael / Keith)
	Census Tracking, Reporting, Dissemination (Jenn)
	Safe Streets for All Program (Michael)
Vacant Position Planner Series	

SECTION 1 – REGIONAL TRANSPORTATION PLANNING PROCESS

STATE AND FEDERAL PLANNING RESPONSIBILITIES

SRTA's state and federal planning responsibilities are directed by the federal transportation law, 'Infrastructure Investment and Jobs Act (IIJA), enacted in November 15, 2021. Core functions of SRTA include:

- Establish a fair and impartial setting for effective decision-making;
- Identify and evaluate transportation improvement options;
- Prepare and maintain a 20-year regional transportation plan (RTP);
- Develop a transportation improvement program;
- Identify performance measure targets and monitor progress towards achieving targets;
- Involve the public; and
- Prepare a planning work program for Federal Highway Administration (FHWA)/Federal Transit Administration (FTA) metropolitan planning funds.

Pursuant to 23 USC 134, SRTA's metropolitan planning process shall consider projects and strategies that:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and freight;
- 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 and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation;
- Emphasize the preservation of the existing transportation system;
- Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
- Enhance travel and tourism.

FHWA prescribes the policies and procedures for the administration of activities, including content provisions for development of the regional transportation plan (23 CFR Part 450):

- Current and projected transportation demand of persons and goods;
- Identification of transportation facilities;
- Performance measures and targets;
- System performance report;
- Mitigation activities;
- Financial plan;
- Operational and management strategies;
- Capital investment and other strategies; and

- Transportation and transit enhancement activities.

Pursuant to 23 CFR Part 450, the metropolitan transportation planning process must also reflect the following factors:

- Preservation of existing transportation facilities and, where practical, ways to meet transportation needs by using existing transportation facilities more efficiently;
- Consistency of transportation planning with applicable federal, state, and local energy conservation programs, goals, and objectives;
- The need to relieve congestion and prevent congestion from occurring, including the consideration of congestion management strategies or actions which improve the mobility of people and goods in all phases of the planning process.

In addition, the planning process must consider the likely effect of transportation policy decisions on land use and development and the consistency of transportation plans and programs with the provisions of all applicable short- and long-term land use and development plans, and projections of potential transportation demands based on the interrelated level of activity in these areas.

Proactive public involvement is likewise needed, including provisions for timely public notice, full public access to key decisions, and early and continuing involvement of the public in developing plans and improvement programs.

Additionally, the metropolitan planning process must:

- Be consistent with Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794, which ensure that no person shall, on the grounds of race, color, sex, national origin, or physical disability, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program receiving Federal assistance from the United States Department of Transportation; and
- Identify actions necessary to comply with the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and U.S. DOT regulations "Transportation for Individuals with Disabilities" (49 CFR parts 27, 37, and 38).

Standards, terms, conditions, and financial and administrative requirements of federal funding by way of the agency's OWP/unified work program are outlined via 49 CFR Part 18.

Transportation planning is a cooperative process designed to foster involvement from local, regional, state, federal, and Native American tribal governments as well as all users of the system, including businesses, community groups, environmental organizations, freight operators, and the public. This is accomplished through a proactive public participation process conducted by the Metropolitan Planning Organization (MPO), state Department of Transportation (state DOT), and transit operators.

SRTA employs a comprehensive and inclusive process to ensure all planning requirements are met. This process is routinely reviewed and updated to be consistent with the latest legislative changes and other direction provided by state and federal funding partners.

Estimated available funding is derived from the prior year's actual revenues with consideration for any large-scale regional projects during the OWP planning period (July 1 through June 30).

Regional funding priorities are outlined in SRTA Policies and Procedures, available on SRTA's website: www.srta.ca.gov/167/Policies-Procedures.

Selected projects are brought into the OWP and prepared for evaluation by the California Department of Transportation (Caltrans) District 2, FWHA, and FTA regarding the eligibility of proposed activities or projects for state and federal transportation planning funding. The OWP is then presented to the SRTA Board of Directors for approval in April of each year.

REGIONAL VISIONS AND GOALS

Regional Vision¹

“SRTA will meet the region’s evolving mobility needs and generally avoid traffic congestion and other growth-related pitfalls commonly observed in larger metropolitan regions. This will be accomplished through strategic and timely transportation system improvements; the integration of travel options into a seamless network; and collaborative effort toward transportation-efficient land use patterns where it is most beneficial. As appropriate, SRTA will utilize its unique regional role and resources to lead transformative projects aligned with the regional vision.

SRTA acknowledges that its efforts are intertwined with regional prosperity, environmental quality, community health and well-being, and various other elements that collectively define quality of life, and will use regional transportation planning, policy-making, and project programming to lead the development of projects that yield multiple community benefits.

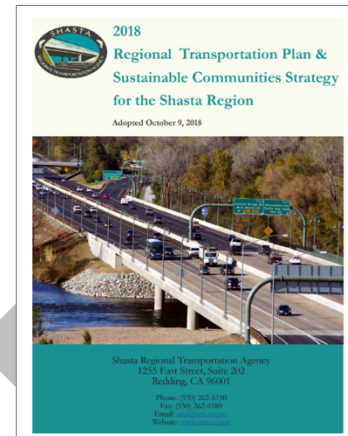
Planning and decision-making processes shall engage partner agencies, community stakeholders, and the public, and be transparent and responsive to documented community values and priorities.”

The region’s vision and goals are embodied in the agency’s adopted planning documents as follows:

¹ 2018 Regional Transportation Plan for Shasta County: <https://www.srta.ca.gov/300/2018-RTP>

Regional Transportation Plan (RTP)

The RTP is a long-range transportation plan covering at least twenty years and including all transportation modes in Shasta County. The RTP is based on federal and state transportation laws that require comprehensive, cooperative and continuous transportation planning. The purpose of the RTP is to “encourage and promote the safe and efficient management, operation and development of a regional intermodal transportation system that, when linked with appropriate land use planning, will serve the mobility needs of goods and people”². The 2018 RTP was adopted on October 9, 2018, and the 2022 RTP will be adopted in FY 2022/23. The RTP is updated every 4 years and is aligned with the eight-year Regional Housing Needs Allocation (RHNA) cycle. The RTP provides the unified regional vision and goals that serve as the foundation for transportation decision making by local, regional, state, and federal governments. The OWP helps to guide annual activities in support of implementing the RTP. The following series of focused plans are dutifully considered and brought together during preparation of the regional transportation plan.



Sustainable Communities Strategy (SCS)

The Sustainable Communities and Climate Protection Act of 2008 (Sustainable Communities Act, Senate Bill 375 (SB 375), Chapter 728, Statutes of 2008) implements the California Global Warming Solutions Act of 2006 in the area of transportation-related emissions. The California Air Resources Board (ARB) is charged with establishing regional targets for per capita greenhouse gas emissions for California’s 18 designated metropolitan planning areas. Metropolitan Planning Organizations for these regions are responsible for preparing a Sustainable Communities Strategy (SCS) aimed at reducing vehicle miles traveled and associated emissions via improved coordination between land use and transportation. The SCS is an integral part of the RTP.

Regional Blueprint Program

Regional Blueprints are developed through a collaborative planning process that engages citizens in articulating a vision for the region’s long-term future. The regional vision is developed from residents’ values and priorities and informed by advanced Geographic Information System (GIS) modeling and visualization tools that demonstrate the impacts of different growth and development ‘scenarios’. The community’s preferred regional growth scenario is used to guide regional and local land use and transportation decisions for a sustainable future. Shasta County’s blueprint, ShastaFORWARD>>, was adopted in February 2010 and is being implemented through the Sustainable Communities Strategy effort pursuant to California SB 375.

Shasta Coordinated Transportation Plan

² California Transportation Commission: [2017 Regional Transportation Plan Guidelines for Metropolitan Planning Organizations](#) (page 9)

The FTA requires that projects funded with Section 5310 (Enhanced Mobility for Seniors and Individuals with Disabilities) funds “must be included in a locally developed, coordinated public transit-human services transportation plan.” SRTA adopted the Shasta Coordinated Transportation Plan (SCTP) on February 27, 2017. The SCTP provides strategies for meeting local needs for public transit, non-profit and private transportation systems. The SCTP also prioritized transportation services for funding and implementation with an emphasis on transportation needs of persons with disabilities, older adults and individuals of limited means.

PLANNING TOOLS

A variety of technical applications have been developed or applied by planners to enhance the transportation planning process. These tools help to measure system performance and the impacts of proposed transportation system investments and policies. The following tools are employed by SRTA.

Regional Travel Demand Model (TDM)

Travel models simulate travel behavior and can be used to demonstrate the impact of physical or policy changes in an area on transportation system performance. SRTA coordinates transportation system performance monitoring and maintains the Shasta County activity-based travel demand model, known as ShastaSIM. ShastaSIM is used to forecast current and future traffic conditions, as well as locations and trends of traffic congestion and air pollution related to vehicular sources. These forecasts are integrated into the RTP and other planning documents, as appropriate.

Local jurisdictions collect traffic data and perform speed studies that are used to calibrate and validate ShastaSIM. Local jurisdictions also assess pavement conditions for tracking and integration into the RTP.

Geographic Information Systems (GIS)

With the advent of regional blueprint planning and new planning requirements under SB 375, there has been an increased need for consolidated, standardized, and merged region-wide GIS data. Once compiled, GIS allows for spatial analysis between land use, transportation, environmental, economic, and any other data set. As GIS data and applications improve, the region is able to minimize or eliminate many of the technological and informational barriers to coordinated regional planning. Integration of aerial imagery and ‘Light Detection and Ranging’ (LiDAR) technology further facilitate information sharing and decision-making processes. SRTA aims to make technical data and analysis accessible, understandable, and relevant by making geospatial data available via an online map viewer, including data layers for traffic counts, bike and pedestrian counts, location of disadvantaged communities.

Vehicle Emissions Modeling & Air Quality Monitoring

Shasta County is currently in attainment for federal air quality standards. SRTA supports goals and measures to reduce emissions, particulate matter and ozone production in Shasta County. SRTA utilizes the ShastaSIM regional travel demand model and the California mobile source emissions post-processing (EMFAC) model to evaluate the impact of transportation projects on air quality. On August 15, 2019, the US Environmental Protection Agency (USEPA) approved the latest California model at the time, known as EMFAC2017 (short for EMISSION FACTors 2017). The EMFAC2017 model is being utilized, as needed, for all on-road emissions analysis as part of the 2022 RTP/SCS. On November 15, 2022, the USEPA approved EFMAC2021, which will be used going forward after the adoption of the 2022 RTP.

TRANSPORTATION PROGRAMMING

MPOs must develop financial plans that identify funding sources for needed investments and how to maintain and operate existing infrastructure. Financial programming involves identifying fund sources and establishing a schedule for implementation of specific projects. Financial programming documents are updated every two or four years. SRTA is responsible for identifying regionally significant projects for inclusion in federal, state and regional programs:

Federal Transportation Improvement Program (FTIP)

The FTIP identifies regionally significant transportation projects eligible for federal funding during the upcoming four-year period. The FTIP must include a financial plan demonstrating that programmed projects can be implemented with available funding. Federal regulations require an opportunity for public comment prior to FTIP approval. SRTA prepares and adopts the FTIP every two years. All projects funded by FHWA and FTA must be included in the FTIP. SRTA certifies that the FTIP is fiscally constrained and reflects accurate cost information before submitting to the state for inclusion in the Federal Statewide TIP (FSTIP). All federally funded projects must be included in the FTIP and FSTIP to be authorized for federal funds.

State Transportation Improvement Program (STIP)

The STIP is a multi-year capital improvement program of transportation projects on and off the state highway system and funded with revenues from the State Highway Account and other funding sources. The STIP is based on statewide and regional priorities and adopted by the California Transportation Commission biennially (even-numbered years).

Regional Transportation Improvement Program (RTIP)

The purpose of the RTIP is to identify the region's transportation improvement priorities that are eligible for STIP funding. SRTA is required by the state to adopt and submit an RTIP by December fifteenth of each odd-numbered year (California Government Code 65082). Local jurisdictions, federal land management agencies and the public are consulted in the development of transportation projects for the RTIP. State and federal funding for certain categories of transportation projects is dependent on inclusion in the RTIP.

Overall Work Program (OWP)

The OWP is typically a one-year scope of work and budget for transportation planning activities and funding sources. The OWP is submitted to state and federal funding agencies as a grant application for FHWA and FTA metropolitan planning funds pursuant to 23 CFR 450.308. The OWP provides a comprehensive overview of the MPO's transportation planning activities and activities to be completed by other entities within the region during the state's fiscal year. Federal and state transportation planning certifications are included in the OWP approval process (appendices A, B and C). SRTA moved to a two-year OWP in FY 2017-2018. Moving forward, the first year of each two-year OWP will be approved annually in April by the SRTA Board of Directors, with the second year being illustrative and only for advance planning purposes.

PUBLIC PARTICIPATION AND INTERAGENCY COMMUNICATION

Development of the above agency programs requires extensive and comprehensive coordination with a broad range of stakeholders. This collaborative approach is facilitated by the following efforts:

Public Participation and Intergovernmental Consultation

Public participation and intergovernmental consultation are integral to the development of transportation plans, programs and studies. SRTA has developed a proactive public participation process pursuant to 23 CFR part 450.316, as described in SRTA's Public Participation and Partnership Plan (Title VI). This plan is updated every three years. General strategies include but are not limited to:

- Provide timely public notice;
- Hold accessible public meetings and workshops;
- Produce user-friendly, non-technical formatting of plans and documents;
- Develop and apply visualization techniques;
- Provide draft copies of plans and other documents for review and comment;
- Utilize SRTA website for distribution of plans, documents and announcements;
- Seek input from traditional underrepresented segments of the population;
- Utilize technical advisory and ad hoc committees to gather and exchange information;
- Maintain and utilize contact lists of interested parties;
- Work with local mass media to encourage public awareness;
- Conduct surveys and other sampling techniques; and
- Utilize social media (Facebook, Twitter, etc.) to distribute information.

Consultation also includes members of the Social Services Transportation Advisory Council (SSTAC). The SSTAC assists in the determination of transportation needs of older-adults, persons with disabilities, and those of limited means.

To assist SRTA in maintaining coordination and communication with the local jurisdictions within the county, a technical advisory committee is utilized. This committee is made up of representatives from each of the local jurisdictions, Caltrans, the

Consolidated Transportation Services Agency (CTSA), Redding Area Bus Authority (RABA), Shasta County Air Quality Management District, and Redding Regional Airport. This group reviews and advises the SRTA on all transportation planning policies and issues.

Consultation with Tribal Governments

Shasta County has two federally recognized tribal governments within its boundaries: the Redding Rancheria and the Pit River Tribe. Each tribe's transportation plan is reviewed and incorporated into RTP updates. In consultation with the two tribes and consistent with the Code of Federal Regulations 23 U.S.C. 134 and 135, a formal consultation policy was adopted on June 28, 2011 (see www.srta.ca.gov/167/Policies-Procedures). This policy involves early coordination, consultation, and participation measures as mandated by federal and state guidelines and references pertinent regulations and/or statutes to ensure that the needs of Native American Tribes are identified, considered, and addressed during the earliest stages of transportation projects. In addition, SRTA has developed procedures that define the roles, responsibilities, and key decision points for consulting with Tribal Governments. These procedures are documented in Appendix A of the 2022 Shasta Participation and Partnership Plan (www.srta.ca.gov/166/Public-Participation).

Consultation with Federal Land Management Agencies (FLMA)

As appropriate, SRTA communicates and coordinates with federal and state land management agencies, including but not limited to the Bureau of Land Management, National Fish and Wildlife Service, U.S. Forest Service, National Parks, California Fish and Wildlife, California State Parks, and the Army Corps of Engineers. A formal FLMA consultation process was adopted in December 2016 and is included in Appendix F of SRTA's 2022 Shasta Participation and Partnership Plan (www.srta.ca.gov/166/Public-Participation).

Information Dissemination

Information dissemination is the process of making information available to the public. The SRTA website (www.srta.ca.gov) contains up-to-date information on public notices, meeting dates, agendas and minutes, and other items of transportation interest. Publications such as the "Overview of the Shasta Regional Transportation Agency" are routinely updated and provide information on the agency's legal authority, history of the organization, revenue and revenue distribution, and roles and responsibilities. As needed, SRTA also maintains project-specific websites.

Meetings and Interjurisdictional Coordination

Coordination and partnerships among local, regional, state, and federal entities are utilized to identify and promulgate strategies, programs, and actions that most effectively and efficiently improve the region's transportation infrastructure. New issues, including travel demand modeling standards, performance measures, and the latest federal transportation law, benefit from collaborative workgroups of regional agencies and/or state and federal partners.

Ongoing, recent, and significant past projects such as the 2022 RTP (including Sustainable Communities Strategy pursuant to Senate Bill 375), the SR 273 Multimodal Corridor Plan, the North State Intercity Bus to Rail plan, the 2040 Long Range Transit Plan, Regional Early Action Planning (REAP) 2.0, the Fix 5 Cascade Gateway project, the 2040 Long Range Transit Plan, , Intercity Bus Shasta*FORWARD*>> Regional Blueprint, and the North State GIS regional mapping and data platform include participation of local regional planning agencies, city councils, county supervisors, city managers, county administrative officers, tribal governments and federal land management agencies within Shasta and other counties in California's north state.

In 2010, sixteen regional transportation planning agencies from northern California signed a memorandum of agreement forming the North State Super Region (www.superregion.org). This alliance between the regional transportation planning agencies serves as a unified voice representing California's north state counties on issues related to transportation, economic development, land use, and other key policy and funding topics.



Public Outreach During the Pandemic

SRTA's public outreach approach required flexibility and creativity during the COVID-19 pandemic. SRTA leaned heavily on online video meetings and virtual workshops that included storyboards, videos, and other such features to make them engaging. The impacts are two-sided. On one hand, because online meetings are more accessible for most individuals (versus traveling to a open house or public meeting) and online material is available at the public's convenience (versus a one-hour meeting on a specific day and time), access to and participation in the regional planning process increased. On the other hand, individuals with certain physical or mental disability, such as individuals with vision impairment, experienced new challenges when engaging through technology. For this reason, there needs to be a variety of means and opportunities for public participation and a heightened awareness of Americans with Disabilities Act (ADA) web compliance standards.

SYSTEM MANAGEMENT AND OPERATIONS

System management and operations analyzes regional transportation as an interconnected set of services and systems to improve system performance through better management and the use of the multimodal transportation network. This includes strategies to improve service delivery, enhance public safety, reduce traveler delays and improve traveler information. The following are activities conducted by SRTA.

Intelligent Transportation Systems (ITS)

Intelligent transportation systems (ITS) includes a variety of communications and technology infrastructure that improve traffic operations, efficiency, and safety as well as assist users in making 'smarter' travel choices. SRTA, in collaboration with Caltrans District 2, developed and published the region's ITS Architecture and Deployment Plan. This mandated document (23 CFR 940) serves as a framework for the deployment of ITS

strategies. In October 2013, SRTA also completed the Integrated Traffic Data Collection and Management Plan for the Shasta County South Central Urban Region.

Coordination of Public Transportation

The majority of public transportation is provided by the Redding Area Bus Authority (RABA), a joint powers agency consisting of the county of Shasta and the cities of Anderson, Redding, and Shasta Lake. RABA operates fixed-route and complementary paratransit service for persons with disabilities, as mandated by the Americans with Disabilities Act (ADA). RABA's Downtown Transit Center serves as a centralized transfer station for interregional bus services including Amtrak Thruway, Greyhound, Trinity County's Trinity Transit and Modoc County's Sage Stage.



Several non-profits in the region provide transportation to specialized populations. Dignity Health Connected Living (DHCL) provides transportation to persons sixty years of age and older, and for persons with disabilities living outside of RABA's service area. The Shasta County Opportunity Center (OC) provides vocational services to individuals with mental disabilities. Clients are transported to and/or from work sites when public transit or other forms of transportation are not readily available. In addition, private and for-profit transportation agencies provide transportation service to target populations.

Each year, SRTA performs a Transit Needs Assessment consistent with California's Transit Development Act (TDA) and produces an Unmet Transit Needs report. SRTA also disburses TDA funds to eligible claimants for eligible transportation uses within the region. In addition to these activities, SRTA recently assumed a greater role in public transportation planning and coordination. In December 2014, SRTA completed a Coordination of Consolidated Transportation Service Agency (CTSA) Services Study, addressing transportation services between transit providers and those that operate safety-net transit services for elderly and disabled individuals who are generally outside of the Redding Area Bus Authority (RABA) service area. Activities and performance measures were identified to improve transit provider communication, cooperation, coordination, and consolidation. In October 2014, SRTA completed a Transit Technology Plan to investigate the potential of transit technology to improve the collection of transit data, the volume, diversity, and quality of transit data, and the ultimate delivery of public transit services. In April 2021, SRTA completed a 2040 Long Range Transit Plan to guide development of future public transportation services in the Shasta Region.

Where voids in transit services have been consistently identified without a solution, SRTA has worked with partners to identify grant funds to pilot various services, including the Salmon Runner intercity bus service to Sacramento and Shasta Connect services, including an On-Demand Sunday Transit Service pilot project.

Transportation Data Collection

Traffic counts, pavement condition assessments, collision and injury reports, and other transportation data are used to develop transportation plans and improvement programs as well as to improve safety for the traveling public. Data collection requires communication and coordination among multiple partners. Specific activities include the Highway Performance Management System (HPMS), Statewide Integrated Traffic Records System (SWITRS), and utilization of ITS technology to gather data and monitor day-to-day operations.



Through contracted services, SRTA leads the collection of regional traffic and bike and pedestrian counts to ensure consistency among data products and timely response to federal/state data inquiries, including HPMS and performance measures reporting. Data will be mapped and made available on SRTA's website.

SECTION 2 – CONSISTENCY WITH FEDERAL & STATE TRANSPORTATION PLANNING

FEDERAL PLANNING EMPHASIS AREAS

After a several year hiatus in Federal Planning Emphasis Areas (PEAs), new and markedly different guidance was made available on December 30, 2021. PEAs are areas where FHWA and FTA are directed to emphasize when meeting with a Metropolitan Planning Organization (MPO), and to support the inclusion of applicable work tasks in regional work programs. Put another way, the following PEAs are where SRTA may expect the greatest financial support and coordination of resources from federal funding partners. Each PEA includes examples of specific planning activities and projects for MPO consideration.

- **Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future**
MPOs are encouraged to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change.

Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation; shift to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions.

Consistency and Integration with the FY 2023/24 OWP:

Having laid a groundwork understanding of climate change vulnerabilities and potential responses via the ResilientShasta plan (completed FY 2021/22), the region intends to implement recommendations across the spectrum of agency activities. In most cases, the implementation and success of these activities will depend on one or more partners.

SRTA is also updating the region's Sustainable Communities Strategy (SCS) for the reduction of transportation sector greenhouse gas emissions. A range of greenhouse gas reduction strategies are being developed for inclusion in the 2022 RTP/SCS update. SRTA also has several specific projects focused on the promulgation of zero-emission charging/fueling infrastructure to support to accelerate market adoption, including Salmon Runner zero-emission intercity bus, proposed electric charging stations and hydrogen-ready plans along I-5 as part of the Fix 5 Cascade Gateway Project, and interagency coordination to establish North State interregional corridors as future electric and hydrogen corridors. Specific work elements addressing these activities include:

- Regional Transportation Planning and Sustainable Communities Strategy (WE 701.01)
- Implementation of ResilientShasta (various work elements)
- Alternative Fuel Vehicle Planning (WE 707.03)
- Corridor Studies (WE 707.01)
- SR 273 Comprehensive Multimodal Corridor Plan (WE 707.09A/B)
- North State Hydrogen Plan (WE 701.14)

- **Equity and 'Justice40' in Transportation Planning**

MPOs are encouraged to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

'Justice40' is a reference to Executive Order 14008 and M-21-28, which provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities.

Consistency and Integration with the FY 2023/24 OWP:

Knowing that the region has disadvantaged communities, and knowing where they are more likely to reside within the region, does not mean that disadvantaged communities' mobility challenges and best solutions are understood. Nor that those solutions will be prioritized when allocating regional resources. Included in FY 2023/24 OWP is an updated disadvantaged communities analysis, with the addition of an investment strategy. Targeted outreach to disadvantaged communities has also been incorporated into the following FY 2023/24 work elements, with the intent to identify and pursue one or more 'crossover' projects that coordinate plans and investments across multiple modes, encourage transportation-efficient development, and provide programmatic support.

- Disadvantaged Communities Investment Strategy (WE 701.16)
- Active Transportation Planning (WE 703.01)
-
- Shasta Trunk Lines (WE 703.06)
- Public Transportation Planning & Coordination (WE 706.02)
- On-Demand Transit/GHG Reduction Fund Programs (WE 706.06)
- 273 Northern/Southern Section Multimodal Corridor Plan (WE 707.09A/B)
- Transportation Development Act Management (WE 708.03)

- **Complete Streets**

MPOs are encouraged to plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution—each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration's 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

Consistency and Integration with the FY 2023/24 OWP:

SRTA's role in complete streets is generally limited to technical and financial support. In FY 2023/24, SRTA will continue providing a wide variety of high-level technical assistance to local agencies toward the development of capital grant applications for active transportation trunk lines. SRTA has also partnered with

Caltrans District 2 to carry out complete streets planning for the entire SR 273 corridor, and has budgeted funds for the technical assistance for local agencies to develop capital grants for complete streets infrastructure. Efforts are spread across various work elements, but include the following:

- Active Transportation Planning (WE 703.01)
- Shasta Trunk Lines (WE 703.06)
- Public Transportation Planning and Coordination (WE 706.02)
- 273 Northern/Southern Section Multimodal Corridor Plan (WE 707.09A/B)

- **Public Involvement**

MPOs are encouraged to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decisionmaking processes by providing information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects.

Consistency and Integration with the FY 2023/24 OWP:

SRTA dedicates a high level of scope and resources within each planning effort toward public engagement, focusing on public awareness, access, and action. These activities are outlined in the Shasta Public Participation and Partnership Plan (Title VI), which was last updated in December 2022. SRTA has experimented with virtual public involvement with considerable success during the COVID-19 pandemic. Virtual strategies will continue to be a part of SRTA's public engagement process, from virtual public meetings to online tools associated with individual planning efforts. Work elements specifically addressing public involvement include the following:

- Public Information and Participation (WE 704.01)
- Public outreach associated with various projects (various work elements)
- Disadvantaged Communities Investment Strategy (WE 701.16)

- **Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination**

MPOs are encouraged to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities, including military bases, ports, and depots.

Consistency and Integration with the FY 2023/24 OWP:

There are no DOD facilities within the region; however, SRTA supports projects that improve the performance and state of good repair of interregional facilities that are part of the larger network serving military bases, ports, and depots.

- No directly related planning activities in FY 2023/24.

- **Federal Land Management Agency (FLMA) Coordination**

MPOs are encouraged to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed.

Consistency and Integration with the FY 2023/24 OWP:

SRTA coordinates with FLMA partners as part of the Regional Transportation Plan process, which is currently underway and anticipated for completion in FY 2022/23. Planning and projects identified through this process are included in the RTP project list and support is provided as needed.

- No directly related planning activities in FY 2023/24.

- **Planning and Environmental Linkages**

MPOs are encouraged to use a collaborative and integrated approach to transportation decisionmaking that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.

Consistency and Integration with the FY 2023/24 OWP:

SRTA provides funding support for environmental assessment of projects with regional involvement, including the Fix 5 Cascade Gateway Project. Project level environmental analysis is also performed as part of the Regional Transportation Plan process. Specific work elements address environmental planning and linkages include:

- Regional Transportation Plan (WE 701.01)
- Corridor Studies and Project Review (WE 707.01)

Opportunity areas that have been identified and discussed for potential future planning and investment strategies include: wildfire buffers, preservation of openspace and working landscapes to limit urban sprawl, and natural contiguous corridors that could be used by active transportation modes.

- **Data in Transportation Planning**

MPOs are encouraged to incorporate data sharing and consideration into the transportation planning process because data assets have value across multiple programs and issues, including freight, bike and pedestrian planning, equity analyses, managing curb space,

performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decisionmaking for all parties.

Consistency and Integration with the FY 2023/24 OWP:

SRTA continues to move toward performance-based planning and programming. Efforts to date include the inclusion of near term 4-year priorities in the RTP, the introduction of the Ways & Means mid-cycle performance report, and the collection and publishing of data in graphical formats on SRTA's website. Moving forward the region needs to develop a performance plan that includes a performance metrics and target setting element, a data collection element, and performance tracking and reporting element. These will be tied to the RTP fiscal constraining of projects, the administration of regional funding programs, regional grant seeking activities, and the Regional Transportation Improvement Program. Specific FY 2023/24 work elements addressing data include the following:

- Travel Data (WE 701.11)
- Performance Measures (WE 701.03)
- GIS Applications (WE 705.02)
- Travel Demand Model (WE 705.05)

CORE MPO FUNCTIONS

There are five core MPO functions:

1. **Establish a setting** – Establish and manage a fair and impartial setting for effective regional decision-making in the metropolitan planning area.
2. **Evaluate alternatives** – Evaluate transportation alternatives, scaled to the size and complexity of the region, to the nature of its transportation issues, and to the realistically available options.
3. **Maintain a regional transportation plan (RTP)** – Develop and update a fiscally constrained long-range transportation plan for the region covering a planning horizon of at least twenty years that fosters:
 - Mobility and access for people and goods,
 - Efficient system performance and preservation, and
 - Quality of life.
4. **Develop a transportation improvement program (TIP)** – Develop a fiscally constrained program based on the long-range transportation plan and designed to serve the region's needs and goals.
5. **Involve the public:** Involve the general public and all the significantly affected sub-groups in the four essential functions listed above.

A sixth function—protect air quality—is added for regions in National Ambient Air Quality non-attainment status. The Shasta Region is an air quality attainment area; however, the region's air quality is inching closer to federal limits and it must be monitored, and responses considered.

SRTA prioritizes core functions when developing the agency's work program and budget. To more explicitly relate work tasks to core MPO functions, a narrative description has been added to each work element.

FEDERAL PERFORMANCE-BASED PLANNING AND PROGRAMMING

The Infrastructure Investment and Jobs Act (IIJA) of 2021 continues the federal emphasis on performance management within the Federal-aid highway program and transit programs, and requires use of performance-based approaches in statewide, metropolitan, and nonmetropolitan transportation planning. All states are required to utilize nationally defined performance measures addressing Safety (PM1), Pavement and Bridge Condition (PM2), and System Performance (PM3). Regional transportation planning agencies, including SRTA, may adopt region-specific targets or adopt statewide targets. The SRTA Board of Directors elected to adopt statewide targets, which are shown below. Targets are routinely reevaluated and updated as needed.

Safety (PM1) - Statewide safety targets are based on aspirational goals found in the California Strategic Highway Safety Plan (SHSP) and Caltrans' Strategic Management Plan, which focus on strategies to reduce fatalities and serious injuries in half by 2030. A review of regional fatality and serious injury data revealed that about 40% of all collisions in the region occur on state highways. On average, the region accounts for 1% of statewide fatalities and serious injuries and 0.5% of statewide non-motorized fatalities and serious injuries. The region has 0.5% of the state population and 0.6% of statewide vehicle miles traveled. Statewide PM1 targets are set annually. SRTA has adopted the following state PM1 targets:

Caltrans' 2023 Statewide SPMT Based on a 5-Year Rolling Average

Performance Target	Data Source	5-Yr. Rolling Average
Number of Fatalities	FARS	3,808.2
Rate of Fatalities (per 100M VMT)	FARS & HPMS	1.216
Number of Serious Injuries	SWITRS	15,156.2
Rate of Serious Injuries (per 100M VMT)	SWITRS & HPMS	4.904
Number of Non-Motorized Fatalities and Non-Motorized Severe Injuries	FARS & SWITRS	4,131.7

Pavement and Bridge Condition (PM2) – Caltrans has adopted pavement and bridge condition targets based on 'good' and 'poor' condition. Only pavement and bridges on the non-interstate, non-state highway National Highway System are included in the assessment. For the Shasta Region, this includes nine lane-miles and three bridges on Cypress Avenue between State Route 273 and Churn Creek Road. A small portion of pavement in this corridor is in poor condition but is being remedied by the city of Redding through regular crack sealing. The three bridges in question are all in good condition. Statewide PM2 targets are set every four years. SRTA has adopted the following state PM2 targets:

Statewide Targets				
Pavement and Bridge Performance Measures	2-Year NHS Targets		4-Year NHS Targets	
	(1/1/2018 - 12/31/2019)		(1/1/2020 - 12/31/2021)	
	Good	Poor	Good	Poor
Pavements on the NHS				
Interstate	45.1%	3.5%	44.5%	3.8%
Non-Interstate	28.2%	7.3%	29.9%	7.2%
Bridges on the NHS	69.1%	4.6%	70.5%	4.4%

System Performance (PM3) – Caltrans adopted six system performance targets; however, only those measures related to network reliability (i.e., travel time consistency) apply to the Shasta Region. Smaller metropolitan regions (those under one million in population) are excluded from reporting on emissions (i.e., tailpipe air pollutants), vehicle hours of delay (i.e., traffic congestion), and vehicle occupancy (i.e., carpooling) given the statistically small contribution to statewide figures. Statewide PM3 targets were originally adopted in 2017 and have yet to be updated. SRTA has adopted the following state PM3 targets:

Performance Measure	2017 Baseline Data	2-year Target	4-year Target
Percent of Reliable Person-Miles Traveled on the Interstate ¹	64.6%	65.1% (+0.5%)	65.6% (+1%)
Percent of Reliable Person-Miles Traveled on the Non-Interstate NHS ¹	73.0%	N/A	74.0% (+1%)
Percentage of Interstate System Mileage Providing Reliable Truck Travel Time (Truck Travel Time Reliability Index) ¹	1.69	1.68 (-0.01)	1.67 (-0.02)

Regional Response to Performance-Based Planning and Programming

Recent efforts to develop data and track progress toward regional goals include:

- A regional data collection work element (701.11) was added to the OWP, featuring the first regionwide Highway Performance Monitoring System (HPMS) report, which recorded vehicle trips at 186 count locations (completed Summer 2019).
- SRTA experimented with ‘big data’ (i.e., data collected from location-enabled devices) purchased from a third-party vendor.
- Essential data sets have been specified in recent procurements for consultant technical services, including travel demand modeling (705.05) and environmental impact analysis contracts for the development of the 2022 Regional Transportation Plan (701.01).
- SRTA encourages and offers technical and/or financial support to local agencies to participate in the biennial California Statewide Local Streets and Roads Needs Assessment; for seeking funding for the development of Local Roadway Safety Plans (county of Shasta and cities of Redding and Shasta Lake recently received funding); and developing a Transit Asset Management Plan (completed by RABA and the county of Shasta in 2018).

Moving forward, SRTA is working to consolidate data products into a single location, calculate and track performance metrics, and to more fully integrate this information into the planning and decision-making process. One way this integration is occurring is through the ‘Ways and Means’ report (701.01, Task 2.4). The first edition (Summer 2017) focused on recent accomplishments and current and upcoming projects. A new Ways and Means report was developed and published in late 2021 as a lead-in to the 2022 RTP. Future reports will be updated in advance of each four-year RTP cycle. This report will address:

- Overarching federal and state planning priorities;
- Short term (four-year RTP cycle) regional priorities, as described in the RTP at the end of each modal assessment;
- Performance measures, targets, and progress toward these targets as a result of SRTA plans, programs, and investments; and
- New or upcoming anticipated projects designed to improve performance where needed.

ANNUAL OWP COORDINATION MEETING WITH STATE & FEDERAL PARTNERS

As part of the annual OWP coordination meeting with SRTA’s state and federal partners, SRTA was provided feedback and recommendations for continually improving the planning process. Specifically, continued improvement is needed in the area of Transportation Performance Management (TPM), including performance data collection, target setting, and reporting specific actions and products of performance-based planning and programming.

In addition, as a general advisement to all regional agencies, state and federal partners reemphasized the importance of linking work tasks and work products; linking work elements and work products to established regional planning priorities; consistently identifying the responsible party for each work task; describing how work elements are aligned with funding eligibility requirements; and ensuring that all quarterly progress and expenditure reports include a comparison of actual performance with work element goals.

In response, SRTA is working from the top down to establish overarching policies, performance metrics, and performance outcomes, beginning with the Regional Transportation Plan and Ways & Means progress report. These efforts are now trickling down into transportation improvement programs and the OWP.

Alignment with California Transportation Plan 2050 by Work Element

[illegible]

INFORMATION ELEMENT – CALTRANS DISTRICT 2

SRTA and Caltrans District 2 share information and partner on a variety of transportation planning activities in the Shasta region. Below are descriptions of the activities anticipated by Caltrans District 2 in Shasta County for FY 2023/24.

CALTRANS DISTRICT 2 INFORMATION ELEMENT OVERALL WORK PROGRAM MANAGEMENT

OBJECTIVE

To fulfill the State's responsibility in carrying out the review, monitoring and approval responsibility of Shasta Regional Transportation Agency (SRTA) Overall Work Program (OWP), in concert with Caltrans Headquarters Office of Regional and Community Planning (ORCP).

DESCRIPTION

Regulations and Statutes authorizing regional transportation planning are found primarily in Titles 23 and 49 of the United States Code (USC) and in section 65080 et seq., and 29532 et seq., of the California Government Code. Governing regulations are found in the Code of Federal Regulations (CFR) and the California Code Regulations.

Federal accounting and auditing requirements as per Titles 48 and 49 USC and CFR, and the Office of Management and Budget (OMB) and the Federal Transit Administration (FTA) Circulars and guidance. State accounting and auditing requirements per Government Code, the Public Utilities Code, the Public Contracts Code and the Health and Safety Code.

PREVIOUS AND ONGOING RELATED WORK

Monitor development and progress of the OWP Planning activities

- Administer FHWA PL, FTA section 5303, and California SB1 Formula funds.
- Coordinate with HQ and SRTA staff the needed changes to improve process and content in the Request for Reimbursement and Quarterly Progress Reporting submittals.
- Continue to consult and coordinate with HQ and FHWA/FTA the implementation of early consultation process with regards to SRTA's preparation for the next FY's OWP.
- Continue to communicate and coordinate with SRTA and HQ ORCP the resolutions to unresolved/reoccurring issues in previous OWPs.
- Assist Planning Managers in the administration of FHWA Strategic Partnership Grants under the Caltrans Sustainable Transportation Planning Grant Program.

TASKS

- Transmit to SRTA the Federal and State guidance for the development of annual OWP.
- Review all drafts of OWPs to ensure that they meet the needs of statewide programs and/or policies.
- Circulate Draft OWP with a comment transmittal memo to HQ ORCP District Liaison and other reviewers.
- Collect all draft OWP comments to include in a comprehensive letter to SRTA.
- Ensure all comments are included in the final OWP.
- Develop Caltrans District Work Elements for the regions planning activities.

- Review SRTA's quarterly reports for consistency and progress towards completion of their deliverables as noted in the OWP and submit to HQ ORCP District Liaison.
- Participate in OWP coordination and development meeting with FHWA, FTA and Caltrans HQ at SRTA's office building.
- Provide recommended approval letter, Draft and Final OWPs to HQ ORCP and FHWA/FTA by their respective dates.
- Approve and send all additional OWP documentation, i.e., Amendments, Certifications and Assurances to ORCP District Liaison.
- Review all RFRs to ensure expenditures are accurate, for eligible activities, for delivered products, and completed in accordance with work elements in the OWP and Federal and State requirements. Review, approve and submit to HQ ORCP SRTA Year End Packages.

Products	Estimated Completion
Caltrans Work Elements for OWP Annual Update	March/April
Progress reports on Caltrans OWP Activities	Quarterly
Reimbursement of CPG funds	Quarterly
Participation at policy level meetings	As needed
Amendment approval	As needed
Closeout Package for Discretionary funds	As needed

Estimated Cost by Funding Source	Estimated Person-Months and Costs
Not funded through the OWP process.	N/A

CALTRANS DISTRICT 2 INFORMATION ELEMENT PLANNING LIAISON

OBJECTIVE

To strengthen the connections between the Department's long-range planning efforts, regional planning and project selection process, and the districts Advance Planning corridor studies/project study reports/project initiation documents and programming function. To support a comprehensive project identification, selection and programming process.

DESCRIPTION

Provide a liaison role between Caltrans Planning, Programming, Operations and Design and Asset Management, as well as coordination of local, State and federal programming [i.e., TIP/STIP – Interregional Transportation Improvement Program (ITIP) & State Highway Operations and Protection Program (SHOPP)], and planning documents [California Transportation Plan, Interregional Transportation Strategic Plan (ITSP). Regional Transportation Plan/Sustainable Communities Strategy, and Countywide Transportation Plans].

PREVIOUS AND ONGOING RELATED WORK

- Monitor and coordinate with Statewide Planning and Programming Initiatives (California Transportation Plan (CTP); CTC STIP guidelines and exercises.

- Monitor and coordinate with RTP and Sustainable Communities Strategies (SCS)
- Monitor 10-Year SHOPP Plan development and biennial STIP and SHOPP Cycles
- Manage and assist with Sustainable Communities/Strategic Partnership Planning Grants
- Review and approve amendments and scope changes to grant programs

TASKS

- Coordination between Office of System and Regional Planning and Headquarters Division of Transportation Planning (DOTP) on new initiatives and draft legislation emanating from the federal, State and regional levels.
- Monitor the newly enacted Federal Authorization – Infrastructure Investment and Jobs Act (IIJA)
- Implementation of Federal Initiatives (e.g. Carbon Reduction Program, PROTECT, Active Transportation Infrastructure Investments Program, etc.)
- Assist in implementation of Sustainable Communities/Strategic Partnership Grant programs
- Provide technical assistance to regional and local partners regarding Sustainable Communities/Strategic Partnership Grant programs

Estimated Cost by Funding Source	Estimated Person-Months and Costs
Not funded through the OWP process.	N/A

CALTRANS DISTRICT 2 INFORMATION ELEMENT LOCAL DEVELOPMENT/INTERGOVERNMENTAL REVIEW (LD/IGR)

OBJECTIVE

Ensure development-related safety impacts to users of state transportation facilities are identified and mitigated to the maximum extent feasible; achieve Caltrans Strategic Management Plan goals of increasing non-auto mode transportation shares by increasing investment in our bicycle and pedestrian travel network, as well as rail and transit, leveraging new technologies to develop a more seamless multimodal system, and creating greater access for historically underserved communities. While we have made great strides to advance complete streets, we must continue to do our part to reduce the environmental impact of our system by reducing greenhouse gas emissions from our local development projects. The LDR programs achieves these goals by reviewing and commenting on federal, state and local environmental documents prepared pursuant to the National Environmental Policy Act and the California Environmental Quality Act (CEQA).

DESCRIPTION

Local Development Review is a mandated ongoing collaboration between public and private stakeholders focused primarily on reducing vehicle trips associated with local development. Accordingly, LDR ensures that the local land use planning process results in a variety of transportation choices, especially transit, walking and bicycling. LDR professionals collaborate

with stakeholders to achieve a shared vision in promoting sustainable land use development patterns that accommodate a sufficient housing supply near population and job centers. LDR professionals consult with local jurisdictions early and often to provide timely and technically accurate information and share analytical methodologies with stakeholders including local government decision makers.

PREVIOUS AND ONGOING RELATED WORK

LDR professionals coordinate review of environmental and technical documents for local development projects with a diverse array of experts from a variety of disciplines; comments are collected and analyzed and transmitted to Lead Agencies (LA's) as "CEQA Letters" that identify potential impacts to state facilities. LDR professionals advocate for mitigation in the form of traffic impact fees, Transportation Demand Management Programs, enhancing options for using transit and for bicycling and walking. LDR professionals liaise with LA's, developers and consultants whenever possible, and review encroachment permits for compliance with CEQA and to ensure that agreed upon mitigation measures are implemented.

TASKS

- LDR professionals engage with stakeholders including Caltrans functional units, discipline experts, project proponents, LA's through strategic partnerships to implement the SB 743 focus on Vehicle Miles Traveled, address potential safety impacts from local development and actively pursue fair share mitigation fees with local partners (Meeting New Challenges through Teamwork)
- Through strategic partnerships with stakeholders including LA's, consultants and project proponents, LDR professionals collaborate on traffic analysis through early consultation, including support for establishing multimodal and regional impact fees.
- Leverage LDR professional training to maximize opportunities to enhance bike, ped, ADA, transit and Transportation Demand Management improvements through CEQA review of environmental documents; this supports Caltrans Strategic Management Plan targets of increasing active transportation (Sustainability, Livability & Economy).
- Utilize leadership by representing Caltrans on Technical Advisory Committees, develop strategic partnerships with LA's to collaborate on land use and transportation projects affecting Caltrans.
- Collaborate with Environmental Analysis, System Planning, Permits, Project Management, Right of Way and other functional units by providing project history and previous responses to LA's
- Utilize Leadership in collaboration with our local partners to incorporate LA Conditions of Approval and Mitigation Monitoring Reports in CEQA records
- Engage with Headquarters and the Office of Planning and Research for training, interpreting and implementing SB 743-mandated changes to CEQA analysis and
- Pro-actively works with tribal governments to mitigate traffic impacts from proposed tribal projects (System Performance)

Products	Estimated Completion
Written comments to LA's on Their proposed projects and environmental Documents.	Ongoing

Estimated Cost by Funding Source	Estimated Person- Months and Costs
Not funded though the OWP process.	N/A

CALTRANS DISTRICT 2 INFORMATION ELEMENT TRANSIT REPRESENTATIVE

OBJECTIVE

- To encourage alternative modes of transportation on the State Highway System
- To leverage the existing State Highway System to promote and enhance alternative transportation mode opportunities

DESCRIPTION

The District Transit Representative seeks opportunities to increase mobility options within the State Highway System (SHS). This function assists the department in meeting goals with AB 32, SB 375 and SB 391 by promoting alternative transportation modes to decrease vehicle miles traveled and associated greenhouse gas emissions and increasing the efficiency of the SHS. Specifically, emphasis is placed on three areas: 1) leveraging the existing SHS to promote faster transit service, 2) promoting connectivity and integration of all rail systems, and 3) enhancing the existing District Park and Ride program. Internally work with other functional units to ensure transit/rail/Park and Ride accommodations are included in Caltrans plans and projects. The District Transit Representative also collaborates with the Division of Rail and Mass Transportation (DRMT) and the Division on Research Innovation and System Information (DRISI) on statewide modal issues. Externally the DTR develops partnerships with other agencies to promote and enhance strategies that encourage alternative modes of transportation.

TASKS

- Coordinate with local agencies to improve the State Highway System to optimize alternative modes of transportation.
- Review Caltrans project development documents and ensure that alternative modes of transportation are considered and accommodated wherever feasible.
- Participate on DRMT working groups
- Provide project management support for transit projects on State Highway System
- Participate in Project Development Teams (PDTs) for projects with transit components
- Comment on Caltrans projects for transit accommodations
- Manage 5311 and 5311(f) Grants for transit capital and operating assistance
- Work with DRMT staff collecting transit procurement forms, Disadvantaged Business Enterprise semi-annual reports, etc.
- Conduct compliance monitoring, including third party operating agreement and procurement reviews
- Distribute DRMT policy and program announcements to local agencies

- Provide technical assistance to local agencies

Estimated Cost by Funding Source	Estimated Person- Months and Costs
Not funded through the OWP process.	N/A

SECTION 3 – REGIONAL PRIORITIES

In addition to required core planning activities, the OWP seeks to implement or otherwise advance projects and policies from the Regional Transportation Plan (RTP), including short-term goals for the 4-year RTP cycle located at the end of each modal section. Each year in December, the SRTA Board of Directors approves regional planning priorities for the upcoming fiscal year based on these goals as well as current needs and opportunities. FY 2023/24 priorities, and how they integrated into the OWP, are described in the table below.

FY 2023/24 Regional Planning Priorities

Regional Planning Priority	Work Element	Scope of Work
State Route 273 Corridor	707.09A/B (State Route 273 Northern/Southern Section Multimodal Corridor Plan)	Carry out the grant-funded planning process in partnership with Caltrans District 2. Provide technical support to local agencies to prepare high-priority projects for capital funding.
Resilient Shasta Implementation	Various work elements	Utilize regional plans, projects, programs, and services to address vulnerabilities where possible.
Interstate 5 Corridor	707.01 (Corridor Studies & Project Review) 702.03 (Grant Writing)	Continue to refine project scope, assemble funding, and prepare grant applications. Consider other grant programs for complementary zero-emission planning and infrastructure. Identify other future I-5 improvements as appropriate, such as Pit River Bridge.
I-5 Corridor Management Plan	702.03 (Grant Writing)	Seek planning grant funds and utilize deliverables to support grant seeking efforts for the Fix 5 Cascade Gateway Project.

Implementation of the Long-Range Transit Plan and Coordination and Integration of transit services	706.02 (Public Transportation Planning and Coordination) 708.03 (TDA Management)	Through the unmet transit needs process, explore the following: • Implementation of the Long-Range Transit Plan, including exploring more on-demand services for lower performing routes or days in the RABA system. For example, making Sunday service permanent, going to a Saturday on-demand system, and adding to the current Monday-Friday service area. • Explore single-provider strategy for operating all on-demand services (i.e., ShastaConnect and RABA paratransit services). In consultation with RABA, explore options for moving public transportation fleets to zero-emission and apply for funding. Complete the recently funded Bus-to-Rail Plan.
North State Intercity Bus	702.03 (Grant Writing) 706.02 (Public Transportation Planning and Coordination) 706.06 (Greenhouse Gas Emission Reduction Programs) 707.03 (Alternative Fuels Vehicle Planning) 707.10 (North State Bus to Rail Plan)	In consultation with CalSTA, Caltrans, RABA, city of Redding, REU, and other partners, identify implementation process to provide hydrogen fuel station for intercity bus and complimentary public transit and government agency fleet use. Pursue new funding sources.
Active Transportation Trunk Line Network	703.01 (Active Transportation Planning) 703.06 (GoShasta Trunk Lines)	Continue developing projects to expand the active transportation network consistent with the GoShasta Regional Active Transportation Plan. Pursue planning grant funds to support early identification of competitive projects for next ATP grant cycle and initiate outreach, planning, and early design activities.

Disadvantaged Communities Outreach	701.16 (SCS Development & Support) 707.09 (SR-273 Northern Section Multimodal Corridor Plan)	Update regional disadvantaged communities analysis with latest data. Test and evaluate targeted outreach strategies as part of 273 Comprehensive Multimodal Corridor Plan.
Develop strategies for meeting new Regional Greenhouse Gas Emission Reduction Targets	701.01 (Regional Transportation Plan) 701.16 (SCS Development & Support)	Revisit once 2022 RTP Sustainable Communities Strategies has been finalized and prioritized for implementation. May include a vehicle miles traveled (VMT) mitigation bank study, on-demand service studies, or other planning efforts.
Develop Integrated Work Program Concepts	707.09A/B (State Route 273 Northern/Southern Section Multimodal Corridor Plan) 701.15 (SCS Development & Support)	As part of the SR 273 Comprehensive Multimodal Corridor Plan, develop a crossover project, define regional partner roles, and identify funding opportunities.
Regional Early Action Planning (REAP) 2.0 Program	707.12 (Regional Early Action Planning (REAP) 2.0)	Administer new REAP 2.0 program based on final projects approved by California Department of Housing and Community Development

SECTION 4 – BUDGET AND WORK PROGRAM

WORK PROGRAM ORGANIZATION

SRTA's work program is divided into nine work element series. Within each series are work elements describing a single category of work. Each work element includes:

- Budgeted expenditures by recipient;
- Revenue by fund source;
- Previous accomplishments;
- Objectives;
- Discussion describing the general purpose and background of the work element;
- Alignment with core MPO requirements, federal Performance-Based Planning and Programming, and/or applicable state grant program objectives;
- Deliverables anticipated during the fiscal year (and month/year of anticipated completion);
- Work tasks;
- Responsible entities; and
- Schedule.

FUNDING SOURCES REFERENCED IN THE OWP WORKSHEETS

- **FHWA PL:** Federal Highway Administration Planning or Metropolitan Planning Funds (PL funds) are distributed by State Departments of Transportation to Metropolitan Planning Organizations to encourage and promote the safe and efficient management, operation, and development of surface transportation systems (see Title 23 of the U.S. Code 134).
- **FHWA PL C/O:** Federal Highway administration Planning Carryover is funding from prior years that have not lapsed.
- **State Toll Credits:** First established in Section 1044 of ISTEA (1991) use of certain toll revenue expenditures are used as a credit toward the non-Federal matching share. They are shown in the OWP budget for information purposes and are not considered regional revenue.
- **FTA 5303:** Federal Transit Administration Section 5303 for planning and administrative activities by metropolitan planning organizations.
- **FTA 5303 Carryover:** Federal Transit Administration Section 5303 funding from prior years that have not lapsed.
- **FTA 5304:** Federal Transit Administration Section 5304 (i.e., Strategic Partnership grants) support partnerships with Caltrans that identify and address statewide, interregional, or regional transportation deficiencies in the state highway system or multi-modal transportation system for transit-focused projects.
- **TDA/LTF/STA:** The Transportation Development Act (TDA) is funded by two sources: Local Transportation Fund (LTF) and State Transit Assistance Fund (STA). LTF is derived from one-quarter cent of the general sales tax collected statewide, while the STA is comprised of a statewide excise tax on gasoline and diesel fuel. Funding is for public transportation, bicycle and pedestrian facilities, and local streets and roads.
- **LCTOP:** Low-Carbon Transit Operations Program is funded by auction proceeds from the California Air Resources Board Cap-and-Trade Program. LCTOP provides public

transportation operating and capital assistance to transit agencies to reduce greenhouse gas emissions and improve mobility through new and enhanced services.

- **PPM:** State Planning Programming and Monitoring is derived from the state gasoline excise tax for regional transportation planning, project planning, program development and monitoring the implementation of projects.
- **NSSR:** North State Super Region is an alliance of sixteen North State regional transportation agencies that provide membership dues to SRTA for administration activities.
- **TIRCP:** Transit and Intercity Rail Capital Program provides grants from California's Greenhouse Gas Reduction Fund for transformative intercity public transportation projects that reduce greenhouse gas emissions, congestion, and vehicle miles traveled.
- **SB 1 Formula Funds:** Senate Bill 1 funds allocated to regional by formula for planning that supports Sustainable Communities Strategy planning (coordinated transportation and land use plans that support regional and statewide targets for reducing greenhouse gas emissions).
- **RSTP:** The Regional Surface Transportation Program (RSTP) provides flexible funds for a variety of highway, bridge, transit, and pedestrian and bicycle infrastructure projects.
- **SGR:** State of Good Repair is an SB 1-funded program that provides funding for transit maintenance, rehabilitation and capital projects.

SHASTA REGIONAL TRANSPORTATION AGENCY

FY 2023/24 OVERALL WORK PROGRAM

Summary of Overall Work Program Funding Requirements

DRAFT (February 23, 2023)

Work Element	Description	FHWA PL	State Toll Credits*	State Toll Credits* (amendments)	FHWA PL FY2022/23 Carryover	FTA 5303	FTA 5303 Carryover	LTF	PPM	North State Super Region	SB1 Formula / Competitive Funds	SHA Sustainable Comm	Pit River Tribe* (info only)	SPR	Grants	5304 Strategic Partnerships	Non Motorized Program	REAP 2.0	Total
		100.00%	11.47%	11.47%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
701	SYSTEM PLANNING	Note: Federal funding shown below includes toll credits. The 'State Toll Credits' column is shown for information purposes only and is not double counted in the 'Total by Fund Source' column to the far right.																	
701.01	Regional Transportation Plan	\$ 178,013	\$ 37,599		\$ 149,791			\$ -											\$ 327,804
701.03	Performance Measures	\$ 41,965	\$ 4,813					\$ 2,500											\$ 44,465
701.09	Air Quality	\$ 32,379	\$ 3,714																\$ 32,379
701.11	Regional Data	\$ 52,661	\$ 6,040					\$ -											\$ 52,661
701.15	SCS Dev & Sup (FY21/22 SB1) (Coord Transit Pln)							\$ 33,626			\$ 142,995								\$ 176,621
701.16	SCS Dev & Sup (FY22/23 SB1) (DAC Inv Strategy)							\$ 83,125			\$ 163,875								\$ 247,000
701.17	SCS Dev & Sup (FY23/24 SB1) (TBD)							\$ 25,172			\$ 163,172								\$ 188,344
	Subtotal Work Element 701	\$ 305,017	\$ 52,166	\$ -	\$ 149,791	\$ -	\$ -	\$ 119,251	\$ -	\$ -	\$ 306,870	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 880,929
702	WORK PROGRAM AND ADMINISTRATION																		
702.01	Transportation Improvement Programs (TIPS)	\$ 100,468	\$ 11,524																\$ 100,468
702.02	Overall Work Program	\$ 158,840	\$ 27,968		\$ 85,000			\$ -											\$ 243,840
702.03	Grant Writing and Technical Assistance							\$ 28,944											\$ 28,944
	Subtotal Work Element 702	\$ 259,308	\$ 39,492	\$ -	\$ 85,000	\$ -	\$ -	\$ 28,944	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 373,252
703	NON-MOTORIZED PLANNING																		
703.01	Active Transportation Planning - CS	\$ 22,167	\$ 12,861			\$ 81,280	\$ 8,681	\$ 31,760											\$ 143,888
703.07	Low-Stress Shasta								\$ 218,985		\$ 500,000						\$ -		\$ 718,985
	Subtotal Work Element 703	\$ 22,167	\$ 12,861	\$ -	\$ -	\$ 81,280	\$ 8,681	\$ 31,760	\$ 218,985	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 862,873
704	PUBLIC AND INTER-AGENCY PARTICIPATION																		
704.01	Public Information & Participation	\$ 150,970	\$ 17,316					\$ -											\$ 150,970
	Subtotal Work Element 704	\$ 150,970	\$ 17,316	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,970
705	PLANNING TOOLS																		
705.02	GIS Applications							\$ 74,136		\$ -									\$ 74,136
705.05	Travel Demand Model	\$ 128,301	\$ 14,716																\$ 128,301
705.06	Shasta Planning Data Dashboard							\$ 106,837			\$ 690,702								\$ 797,539
	Subtotal Work Element 705	\$ 128,301	\$ 14,716	\$ -	\$ -	\$ -	\$ -	\$ 180,973	\$ -	\$ -	\$ 690,702	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 999,977
706	PUBLIC TRANSPORTATION PLANNING																		
706.02	Public Transportation Planning & Coordination	\$ 104,970	\$ 23,196		\$ 60,000	\$ 37,258		\$ 7,000		\$ -									\$ 209,228
706.06	GHG Reduction Fund Programs (LCTOP)							\$ 52,759											\$ 52,759
	Subtotal Work Element 706	\$ 104,970	\$ 23,196	\$ -	\$ 60,000	\$ 37,258	\$ -	\$ 59,759	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 261,987
707	SPECIAL PROJECTS																		
707.01	Corridor Studies & Project Review	\$ -						\$ 62,914											\$ 62,914
707.03	Alternative Fuels Vehicle Planning	\$ 59,794	\$ 9,726		\$ 25,000		\$ -	\$ -											\$ 84,794
707.04	Goods & Freight Coordination and Planning		\$ -				\$ -	\$ 21,862											\$ 21,862
707.09A	273 Northern Section Multimodal Corridor Plan								\$ 225,616						\$ 358,759				\$ 584,375
707.09B	273 Southern Section Multimodal Corridor Plan														\$ 339,286				\$ 339,286
707.10	North State Intercity Bus to Rail Plan							\$ 49,342								\$ 380,845			\$ 430,187
707.11	Pit River Tribe Long-Range Transportation Plan							\$ 2,001				\$ 129,327	\$ 19,299						\$ 150,627
707.12	Regional Early Action Planning (REAP) 2.0							\$ 9,474										\$ 65,248	\$ 74,722
	Total Work Element 707	\$ 59,794	\$ 9,726	\$ -	\$ 25,000	\$ -	\$ -	\$ 145,593	\$ 225,616	\$ -	\$ -	\$ 129,327	\$ 19,299	\$ 698,045	\$ 380,845	\$ -	\$ -	\$ 65,248	\$ 1,748,767
708	TRANSPORTATION DEVELOPMENT ACT																		
708.03	Transportation Development Act Management							\$ 108,777											\$ 108,777
708.04	Transit and CTSa Agency Administration							\$ 75,320											\$ 75,320
	Subtotal Work Element 708	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 184,098	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 184,098
800	OTHER																		
801.01	North State Super Region							\$ -		\$ 14,125									\$ 14,125
	Subtotal Work Element 800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,125
	Total of Budget by Fund Source	\$ 1,030,527	\$ 169,474	\$ -	\$ 319,791	\$ 118,538	\$ 8,681	\$ 750,378	\$ 444,600	\$ 14,125	\$ 1,497,572	\$ 129,327	\$ 19,299	\$ 698,045	\$ 380,845	\$ -	\$ -	\$ 65,248	\$ 5,476,977

* Toll credits provided by the State of California are being utilized as a match for federal FHWA PL and FTA 5303 funds. The FHWA PL and FTA 5303 amounts shown in the Budget Revenue Summary Sheet represent 100% of the total federal participation cost, therefore toll credits are not included in the total revenue amount.

Agency: SRTA

Total Budget (FY 2023/24): \$122,515

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations	FY 2023/24			
	Expenditures		Amount	
SRTA				
Personnel - Direct PTO Salaries	\$	122,515		
TOTAL:	\$	122,515		

Previous Accomplishments

Kept records of paid time off.

Objective

To record paid time off in a separate work element.

Discussion

Caltrans requires that paid time off be separately recorded and reported.

Product 1: Indirect Cost PTO

Task/Activity		Resp. Agency	Schedule
1.1	Record paid time off	SRTA	Jul – Jun (annually)

Agency: SRTA

Total Budget (FY 2023/24): \$1,168,311

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Services & Supplies	FY 2023/24	
	Amount (\$)	Total Expenditures
SRTA		INDIRECT
Building Occupancy:		
Depreciation (Suite 202)	113,279	113,279
Interest	9,013	9,013
Insurance	15,351	15,351
Repairs	5,827	5,827
Janitorial	7,873	7,873
Elevator	765	765
Landscape	3,547	3,547
Taxes	134	134
Security	18,902	18,902
Utilities	13,475	13,475
Advertising	3,619	3,619
Bank Charges	1,203	1,203
Copier	20,243	20,243
Communication	37,392	37,392
Depreciation	1,612	1,612
Books and Educational Materials	3,193	3,193
Office Supplies	48,720	48,720
Taxes - Filing Services	52	52
Computer Support	7,559	7,559
Dues/Subscriptions	219	219
Postage	10,899	10,899
Educational Training	656	656
Repairs and Maintenance	0	0
Software	5,000	5,000
Public Notice	72	72
Travel	1,030	1,030
Licenses	19,055	19,055
Management Expense Reimbursement	9,993	9,993
Meetings	0	0
Insurance	2,977	2,977
Audit/Actuarial Services	1,545	1,545
Legal Services	27,100	27,100
Personnel Services	7,211	7,211
Small Office Equipment	515	515
Conference/training	0	0
Sub Total	398,032	398,032
INDIRECT SALARIES & BENEFITS	647,765	647,765
NOTE - General Administration, office functions and allocable staff costs not directly attributable to specific work elements (Per ICAP filing).		
PTO (WE 700.98)	122,515	122,515
TOTAL:	1,168,311	1,168,311

Previous Accomplishments
Annual indirect cost allocation plan and indirect cost rate proposal was generated and approved.

Objective
To document and justify indirect cost activities related to the organization's functions operating as an independent MPO.

Discussion
In order for indirect cost to be eligible for reimbursement, an indirect cost allocation plan is required. Expenses are allocated proportionally against all funding sources that allow for indirect costs based on salaries and wages budgeted under each work element.

Product 1: Indirect Cost Allocation Plan Administration			
Task/Activity		Resp. Agency	Schedule
1.1	Payment to vendors for non-consultant services, including office services, rent and utilities. Also includes membership dues for professional planning accreditation (American Planning Association) and other associations as warranted.	SRTA	Jul – Jun (annually)
1.2	Prepare and file reports with funding agencies		
1.3	Implement SRTA Personnel Policies including preparation of employee evaluations		
1.4	Maintain and administrate SRTA benefit programs		
1.5	Prepare reports for management		
1.6	Prepare annual fiscal reports		

WORK ELEMENT 701.01						Regional Transportation Plan (RTP)				
Agency: SRTA		Total Budget (FY 2023/24): \$327,804								
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE										
Staff Allocations and Funding Requirements		FY 2023/24								
		Expenditures		Revenue by Fund Source (\$)						
		Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover	Toll Credits*	Total FHWA PL Carryover	LTF
SRTA										
Personnel		\$ 112,130	\$ 207,483	\$ 150,343	\$ 19,479	\$ 169,822	\$ 132,610	\$ 17,181	\$ 149,791	-
Services & Supplies		\$ 500		\$ 443	\$ 57	\$ 500				
Human Resources		\$ 2,691		\$ 2,382	\$ 309	\$ 2,691				
				\$ -	\$ -	\$ -				
Consultant Environmental Impact Report		\$ 5,000		\$ 4,427	\$ 574	\$ 5,000				
				\$ -	\$ -	\$ -				
TOTAL:		\$ 120,321	\$ 207,483	\$ 157,595	\$ 20,418	\$ 178,013	\$ 132,610	\$ 17,181	\$ 149,791	-
*Toll Credits are shown for matching purposes only and are not considered revenue										
Prior Fiscal Year Work										
Update and performed analysis for 2022 RTP/Sustainable Communities Strategy (SCS) and Supplement Environmental Impact Report (SEIR). Completed development of off-model GHG reduction strategies and methodology for interagency consultation with CARB. The 2022 RTP/SCS and SEIR were adopted and certified respectively.										
Objective										
To plan for the safe and efficient management, operation, and development of a regional inter-modal transportation system that, when linked with appropriate land use planning, serves the mobility needs of goods and people as well as reduced per capita vehicle miles traveled and associated greenhouse gas emissions necessary to meet CARB-assigned regional targets.										
Discussion										
As a prerequisite to receiving state and federal funding, an RTP must be prepared in compliance with state (California Government Code Section 65080 et seq.) and federal (U.S. Code Title 23, Section 134 et seq.) regulations. The RTP represents a 20-year planning horizon and includes a Sustainable Communities Strategy pursuant to California Senate Bill 375, which identifies a set of strategies that, if implemented, would help the region meet its CARB-assigned greenhouse gas emissions reduction targets. Federal transportation bill provisions must also be included in the RTP, including performance-based planning and programming requirements. SRTA updates the RTP every four years and incorporates the Regional Housing Needs Assessment (RHNA) every other cycle.										
Note: Consultant support for the 2026 RTP in the areas of travel demand modeling and Geographic Information Systems (GIS) analyses are budgeted under WE 705.05 and WE 705.02 respectively.										
Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives										
The RTP is one of five core MPO activities and is developed in compliance with state and federal RTP guidance. It serves as the overarching framework for guiding secondary planning efforts (e.g. modal plans, project studies, etc). It includes a list of projects for inclusion in RTIP and capital grant applications. The RTP will include integration of Performance Based Planning and Programming (see 701.03, Draft Performance Plan). It includes the California required Sustainable Communities Strategy that addresses CARB-assigned greenhouse gas emission reduction targets.										
Deliverables (anticipated delivery date)										
2022 RTP, including EIR and SCS (Oct 2022). CARB report confirming RTP/SCS meets state targets.										
Task 1: 2022 RTP/SCS implementation, Maintenance, and Interagency Coordination										
Task/Activity									Resp. Agency	Schedule
1.1	Advise and support local agencies and community partners in the development of projects and programs that align with the RTP/SCS. Examples include participation in area and corridor plans led by local agencies; providing technical support and direction to private sector partners in the development of land use projects; and so forth. This task includes extensive communication and coordination activities with local agencies, developers, and other community stakeholders.							SRTA	Jul 2023 – Jun 2024	
1.2	Participate in interagency meetings that support the policy- and program-level implementation of the RTP, including: California Freight Advisory Committee, California Transportation Plan Policy Advisory Committee, Strategic Highway Safety Plan, local jurisdiction council/board meetings, and/or similar such meetings.									
1.3	Perform RTP amendments, if needed.									
1.4	Consultation and coordination with state and federal partners to ensure planning alignment and eligible use of funds.									
1.5	Provide data to CARB on 2022 RTP/SCS methodology for CARB review report									
Task 2: 2026 Regional Transportation Plan Development										
Task/Activity									Resp. Agency	Schedule
2.1	Monitor and track federal or state policies that may impact the content of the 2026 RTP.							SRTA, Consultant	Jul 2023 – Jun 2024	
2.2	Create high level work plan for 2026 RTP update process.									
2.3	Gather and track local and regional data for 2026 RTP/SCS, including progress on regional projects.									
2.4	Compile information and develop draft Ways and Means report								Jan 2024 – June 2025	
Task 4: Native American and Federal Land Management Agency Consultation										
Task/Activity									Resp. Agency	Schedule
4.1	Invite consultation with tribal representatives and Federal Land Management Agencies (FLMAs) on the development of the RTP, the Transportation Improvement Programs (Regional and Federal), and other significant planning studies developed under SRTA. Update FLMA contacts, as needed.							SRTA	Jul 2023 – Jun 2024	
Task 5: SCS Technical Methodology and SB150 Data Table for CARB										
Task/Activity									Resp. Agency	Schedule
5.1	Early and ongoing consultation with CARB regarding SCS strategies and technical methodology Complete SB150 Data Table and related items as requested by CARB.							SRTA, Consultant	Jul 2023 – Jun 2024	

WORK ELEMENT 701.03

Performance Measures

Agency: SRTATotal Budget (FY 2023/24):\$44,465

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24					
	Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
SRTA						
Personnel	\$24,280	\$19,602	\$36,635	\$4,747	\$41,382	\$2,500
Services & Supplies						
Human Resources	\$583		\$516	\$67	\$583	
TOTAL:	\$24,862	\$19,602	\$37,151	\$4,813	\$41,965	\$2,500

*Toll Credits are shown for matching purposes only and are not considered revenue

Note: Local funding for state-required PMs

Prior Fiscal Year Work

Participated in the development of MAP-21 performance-based planning, including federal rulemakings on performance measures. Incorporated performance based planning and programming into the 2023 Federal Transportation Improvement Program (FTIP). Adopted regional Safety performance measure targets (February 2023), consistent with state adopted safety targets.

Objective

Utilize data develop under 701.11 (Regional Data Collection) and obtained from other sources (e.g. project- and plan-specific data collection) to set and track performance measures aligned with federal goals (safety, bridge and pavement condition, and system performance) and state goals (regional greenhouse gas emissions reduction, individual grant program objectives, etc.) in order to guide performance based planning and programming.

Discussion

Objectives that are not measured cannot be effectively managed and improved upon. The 2021 federal transportation bill (Infrastructure Investment and Jobs Act (IIJA) continues performance-based planning and programming requirements for the RTP and transportation improvement programs. At the state level, CARB requires extensive regional and sub-regional data to assess progress toward SB375-related greenhouse gas emission reductions. A variety of performance measures are also needed by SRTA when applying for planning and capital grant funds. Performance measures allow the region to track trends in key policy areas; measure progress toward mandates and regional goals; make a case for discretionary transportation funding; and evaluate the effectiveness of regional mobility strategies. Performance measure targets must be incorporated into SRTA's Regional Transportation Plan and Transportation Improvement Programs each time they are updated.

Note: Consultant support using travel demand modeling and Geographic Information Systems (GIS) analyses are budgeted under WE 705.05 and WE 705.02 respectively.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

The Infrastructure Investment and Jobs Act (IIJA) requires the integration of Performance Based Planning and Programming (PBPP) into the entire planning process, including the RTP, OWP, and TIPs. Performance measures also support multiple core MPO functions, including the evaluation of alternatives, public involvement by summarizing the benefits and costs of transportation projects and programs, and the prioritization of projects for the RTP and TIPs. Tasks and deliverables in this work element are needed to comply with these requirements.

Deliverables (anticipated delivery date)

1) Letters of concurrence with statewide PM1, PM2, and PM3 federal performance measures (typically in Dec and Feb), tracking of regional data and update programs as needed.

Task 1:	PM 1 - Safety Performance Measure Targets		
Task/Activity		Resp. Agency	Schedule
1.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.	SRTA	As needed
1.2	Review final state performance targets and determine approach for regional targets.		July - Oct (annual)
1.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).		Nov - Jan (annual)
1.4	Submit regional targets to Caltrans.		
Task 2:	PM 2 - Bridge, Pavement & Transportation Asset Management Performance Measure Targets		
Task/Activity		Resp. Agency	Schedule
2.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.	SRTA	As needed
2.2	Review final state performance targets and determine approach for regional targets.		July - Oct (annual)
2.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).		Nov - Jan (annual)
2.4	Submit regional targets to Caltrans.		
Task 3:	PM 3 - System Performance/Freight/CMAQ Performance Measure Targets		
Task/Activity		Resp. Agency	Schedule
3.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.	SRTA	As needed
3.2	Review final state performance targets and determine approach for regional targets.		July - Oct (annual)
3.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).		Nov - Jan (annual)
3.4	Submit regional targets to Caltrans.		
Task 4:	Transit Asset Management Performance Measure Targets		
Task/Activity		Resp. Agency	Schedule
4.1	Work with RABA and Shasta County on transit asset performance measures, advise on targets, coordinate meetings with federal and state partners, and advise on any federal/state changes.	SRTA	July - Oct (annual)

WORK ELEMENT 701.09

Air Quality

Agency: SRTA

Total Budget (FY 2023/24): \$32,379

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24				
	Expenditures		Revenue by Fund Source (\$)		
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL
Personnel	\$ 11,264	\$ 20,844	\$ 28,425	\$ 3,683	\$ 32,108
Services & Supplies			\$ -	\$ -	\$ -
Human Resources	\$ 270		\$ 239	\$ 31	\$ 270
TOTAL:	\$ 11,535	\$ 20,844	\$ 28,665	\$ 3,714	\$ 32,379

**Toll Credits are shown for matching purposes only and are not considered revenue.*

Prior Fiscal Year Work

Reviewed regional air quality reports. Tracked EMFAC model changes. Held meetings with CARB staff on state attainment status for ozone.

Objective

To monitor harmful air emissions in Shasta County and initiate strategies needed to comply with state and federal air quality standards, as needed.

Discussion

Transportation is the single largest source of atmospheric pollutant emissions in California, barring natural disasters such as wildfires. As a predominantly rural county, Shasta is currently classified as "attainment" for federal air quality standards, but this may change as population and travel demand grows. In 2015, the US Environmental Protection Agency (EPA) lowered the Ozone 8-hour standard to 0.070 parts per million (ppm). At its January 2023 meeting, the California Air Resources Board approved a resolution (23-2) finding Shasta County in non-attainment for the State ozone standards. CARB staff identified Lassen Volcanic National Park monitoring site as the high ozone site, data for 2019-2021 has a State 1-hour ozone designation value of 0.08 ppm and a State 8-hour ozone designation value of 0.079 ppm.

SRTA must monitor trends, measure impacts, and coordinate planning with the Shasta County Air Quality Management District (AQMD), Caltrans, the California Air Resources Board (CARB), and the US EPA, as needed. In addition to public health impacts, air quality is directly tied to transportation funding decision-making. CARB maintains the statewide mobile source emissions inventory software tool (EMissions FACtors or "EMFAC") for estimating emissions from on-road vehicles from travel demand models. Periodic updates are provided and ongoing training is necessary. If the Shasta Region becomes "nonattainment" for an air quality standard, SRTA may need to develop a robust air quality analysis review of regional projects and conduct an air quality conformity analysis as part of a subsequent Regional Transportation Plan updates, and development and/or amendments to the Federal Transportation Improvement Program.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Protecting air quality is a core MPO activity for regions in air quality non-attainment. The Shasta Region is in attainment for Federal air quality standards; however the region is inching closer to non-attainment thresholds. Whereas SRTA's plans, program, and investments impact National Ambient Air Quality Standards, this work element is needed to track changes in Criteria Air Pollutants, including Ozone, CO, PM 2.5, and PM 10, and to prepare appropriate responses. Through of EMFAC, SRTA can evaluate the impact of individual projects and programs of projects such as the RTP and FTIP. This is required for the RTP EIR and supports other activities, such as grant seeking at times.

Deliverables (anticipated delivery date)

This work element includes a small number of staff hours needed for monitoring potential air quality impacts to the region, interagency communications, and staying abreast of technical/modeling methods and tools. Emissions modeling outputs and technical analysis are developed. Deliverables: as needed.

Task 1: Regional air quality planning

Task/Activity	Resp. Agency	Schedule
1.1 Interagency coordination, including monitoring and communications with Shasta County Air Quality Management District (AQMD) and the California Air Resources Board.	SRTA	Jul 2023 – Jun 2024
1.2 Monitor federal air quality reports, California air quality reports, and related state/federal legislation. Take action as appropriate.		
1.3 Initiate strategies needed to comply with state and federal air quality standards.		
Task 2: Regional air quality modeling capacity		
Task/Activity	Resp. Agency	Schedule
2.1 Participate in web-based training for SRTA staff operation of the EMFAC model.	SRTA	Jul 2023 – Jun 2024
2.2 Participate in statewide EMFAC model update workgroups and provide input as needed.		
Task 3: SRTA Staff-performed EMFAC Post-Processing		
Task/Activity	Resp. Agency	Schedule
3.1 Potential EMFAC post processing performed by SRTA staff in support of planning and decision-making processes. Note: consultant-performed post-processing is performed under WE 705.05.	SRTA	Jul 2023 – Jun 2024

WORK ELEMENT 701.11
Regional Data
Agency: SRTA **Total Budget (FY 2023/24):** \$52,924

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24					
	Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
SRTA						
Personnel	\$ 18,412	\$ 34,070	\$ 46,462	\$ 6,020	\$ 52,482	
Services & Supplies			\$ -	\$ -		
Human Resources	\$ 442		\$ 158	\$ 21	\$ 179	
						\$ -
TOTAL:	\$ 18,854	\$ 34,070	\$ 46,621	\$ 6,040	\$ 52,661	\$ -

**Toll Credits are shown for matching purposes only and are not considered revenue*
Prior Fiscal Year Work

Prepared and posted regional traffic count maps. Started development of historical traffic count data maps and low-resource community maps based on 2020 US Census data.

Objective

To collect data needed for 701.03 (Performance Measures), Federal Performance-Based Planning and Programming, and Federal Highway Performance Monitoring System (HPMS) data reporting. Data generated is also analyzed in other work elements to support grant seeking and regional decision making processes.

Discussion

There is a backlog of transportation infrastructure and mobility needs at all levels. These needs must be identified and communicated, and the performance of subsequent investments must be measured. This requires system and travel data, including traffic counts, pavement condition assessments, safety statistics, and other transportation statistics and analyses. Results are utilized to validate travel demand modeling data and to develop transportation improvement plans. The Highway Performance Monitoring System (HPMS) is a federally-mandated, nationwide program that provides information on the extent, condition, performance, usage, and operating characteristics of the nation's highways. Data collected for any road open to public travel are reported in HPMS. Caltrans annually requests data from all MPOs and local agencies. Additional information is provided via the Caltrans HPMS website (<http://www.dot.ca.gov/hq/tsip/hpms/>) and outlined in the 'Instructions for Updates, Including the HPMS Data Items dated March 2011. Local agencies are highly encouraged to submit data for the California Local Streets and Roads Statewide Needs Assessment in order to quantify transportation system deficiencies and provide documentation to support appropriate funding levels. HPMS and Local Streets and Roads data are utilized by SRTA for tracking progress and developing targets for federal, state and regional MAP-21/FAST Act performance measures, updating travel model data, and for use in SRTA's planning and programming activities. Transportation data will be incorporated into the region's activity-based travel demand model for the 2022 RTP. In addition, various transportation, land use, and emissions data is needed by CARB to complete the SB150-required annual progress report on California's Sustainable Communities and Climate Protection Act. SRTA was greatly challenged in providing this data because much of it had to be developed after the fact. Moving forward, SRTA aims to establish a data program that generates needed data concurrent and integrated with the planning process.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Data forms the foundation of Performance Based Planning and Programming (i.e., PM1, PM2, and PM3) and in addressing state policy implementation (e.g. greenhouse gas emission reduction targets and grant program specific objectives). Regional data also supports multiple core MPO functions, including the evaluation of alternatives and public involvement by summarizing the benefits and costs of transportation projects and programs. Data also supports the prioritization of projects for the RTP and TIPs.

Deliverables (anticipated delivery date)

Task 1: Regional Travel Data Collection		Resp. Agency	Schedule
Task/Activity			
1.1	Procure new travel data vendor and administer technical services agreement, including invoicing, amendments, and other activities as needed. Review and process data.	SRTA	July 2023 – June 2024
1.2	Acquire data as identified by Draft Performance Plan (701.03) as needed to fill data gaps, including obtaining existing data from public sources, generated via project studies, or potentially purchasing or generating data if no open source data is available. May include the pursuit of grant funds for data acquisition.		
Task 2: Technical Support for Local Agency Data Collection		Resp. Agency	Schedule
Task/Activity			
2.1	Provide technical support to local agencies in generating data needed for federal and state performance measures. Specific examples include encouragement and support in applying for Local Roadways Safety Plans, participating within and responding to the California Statewide Local Streets and Roads Needs Assessment, and similar pursuits.	SRTA	July 2023 – June 2024
Task 3: Data Sharing		Resp. Agency	Schedule
Task/Activity			
3.1	Generate and/or maintain web-friendly data and map-based geo-spatial presentations.	SRTA	As needed
3.2	Post data on SRTA website and update become available and is needed by partner agencies.		

Agency: SRTA

Total Budget (FY 2023/24): \$176,621

Coordinated Transit Plan

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24						
	Expenditures		Revenue by Fund Source (\$)				
	Direct	Indirect	FHWA PL C/O	Toll Credits*	Total FHWA C/O	LTF	SB1 21/22 Formula
SRTA							
Personnel	\$ 11,699	\$ 21,647				\$ 33,345	\$ -
Services & Supplies	\$ -		\$ -			\$ -	\$ -
Human Resources	\$ 281					\$ 281	\$ -
Sub-Recipient (consultant tbd)	\$ 142,995						\$ 142,995
TOTAL:	\$ 154,974	\$ 21,647	\$ -	\$ -	\$ -	\$ 33,626	\$ 142,995

Total local match to the SB1 grant is \$18,527

Prior Fiscal Year Work

Developed and released a request for proposals for consultant services to support coordinated transit plan (CTP) development. Evaluation, selection, and contracting with consultant for CTP development.

Objective

General Use of SB1 Formula Funds: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, and carrying out analyses needed to advance projects that support implementation of the Regional Transportation Plan/Sustainable Communities Strategy (SCS) and meeting greenhouse gas emission reduction targets through coordinated transportation investment and land use strategies. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior - also known as the 5 'D Factors' described in the region's RTP/SCS. **FY 2021/22 SB1 Formula Funds** will focus on 'Distance to Transit', and more specifically the coordination of transit services in the region consistent with the adopted Long-Range Transit Plan.

Discussion/Project Justification

In order to maintain livable and economically active communities, investments in transportation infrastructure and services must be balanced with transportation-efficient land use – meaning a mix of development types, closer together, with access to multiple travel options. The Regional Transportation Plan (RTP) includes ambitious assumptions for new housing, jobs, and commercial development in Strategic Growth Areas served by the next generation of multimodal transportation infrastructure and services. The coordinated development of future transit services is needed to align with other SCS strategies as a whole.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communities Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. To aid in the development of projects, SRTA will be indentifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Deliverables (anticipated delivery date)

Completed draft and final Shasta Coordinated Transportation Plan, meetings agendas and minutes, board presentation slide decks (February 2024).

Task 1: Develop Coordinated Transit Plan

Task/Activity		Resp. Agency	Schedule
1.1	Existing Conditions	SRTA and Consultant	July 2023 – Feb 2024
1.2	Evaluation of Prior Plan's Recommendations		July 2023 – Feb 2024
1.3	Public Outreach		July 2023 – Feb 2024
1.4	Identify Transportation Needs, Strategies, and Project List		July 2023 – Feb 2024
1.5	Develop Plan		July 2023 – Feb 2024

WORK ELEMENT 701.16

SCS Development & Support (FY 2022/23 Funds)

Agency: SRTA

Total Budget (FY 2023/24): \$247,000

DAC Investment Strategy

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	LTF	SB1 22/23 Formula
SRTA				
Personnel	\$ 28,919	\$ 53,512	\$ 82,431	\$ -
Services & Supplies	\$ -		\$ -	\$ -
Human Resources	\$ 694		\$ 694	\$ -
Consultant (TBD)	\$ 163,875			\$ 163,875
TOTAL:	\$ 193,488	\$ 53,512	\$ 83,125	\$ 163,875

Total local match to the SB1 grant is \$XX,XXX

Prior Fiscal Year Work

Updated agency Disadvantaged Communities (DACs) maps. Participated in equity training by CalCOG.

Objective

General Use of SB1 Formula Funds: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, carrying out public outreach, and other tasks needed to advance projects consistent with the RTP/SCS. All projects should help the region meet greenhouse gas emission reductions targets. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior - also known as the 5 'D Factors' described in the region's RTP/SCS.

Discussion/Project Justification

To maintain livable and fiscally sustainable communities, investments in transportation infrastructure and services must be balanced with transportation-efficient land use – meaning a mix of development types, closer together, with access to multiple travel options. The RTP/SCS includes ambitious assumptions for new housing, jobs, and commercial development in Strategic Growth Areas (see attached map) served by the next generation of multimodal transportation infrastructure and services. SRTA may utilize regional funds and programs to influence and facilitate these goals, but the region's RTP/SCS cannot be realized without local agency and private sector participation. SB1 Formula Planning Funds provide resources for these efforts. Decades of disinvestment and inequitable policies have helped create and/or perpetuate disadvantaged communities. Regional investment strategies tied to the specific localized needs of disadvantaged communities is needed to rectify these institutionalized inequities. Result will be used to inform regional plans, programming of regional funds, grant applications, and public participation plan update.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communities Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. To aid in the development of projects, SRTA will be indentifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Deliverables (anticipated delivery date)

SOW, RFP, consultant contract (Dec 2023). Final Report (Jun 2024).

Task 1:	Disadvantaged Communities Investment Strategy		
Task/Activity		Resp. Agency	Schedule
1.1	Procure consultant services.	SRTA	Jul 2023 – Jun 2024
1.2	Perform outreach, develop DAC strategy, including policies that may be amended into regional planning and programming processes.		

WORK ELEMENT 701.17

SCS Development & Support (FY 2023/24 Funds)

Agency: SRTA

Total Budget (FY 2023/24): \$188,344

Regional Transit Service Planning and Implementation

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	LTF	SB1 23/24 Formula
SRTA				
Personnel	\$ 19,194	\$ 35,517	\$ 24,711	\$ 30,000
Services & Supplies	\$ -		\$ -	\$ -
Human Resources	\$ 461		\$ 461	\$ -
Consultant(s) (TBD)	\$ 133,172			\$ 133,172
TOTAL:	\$ 152,827	\$ 35,517	\$ 25,172	\$ 163,172

Total local match to the SB1 grant is \$XX,XXX

Prior Fiscal Year Work

N/A – New Work Element

Objective

General Use of SB1 Formula Funds: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, carrying out public outreach, and other tasks needed to advance projects consistent with the RTP/SCS. All projects should help the region meet greenhouse gas emission reductions targets. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior - also known as the 5 'D Factors' described in the region's RTP/SCS.

Discussion/Project Justification

To maintain livable and fiscally sustainable communities, investments in transportation infrastructure and services must be balanced with transportation-efficient land use – meaning a mix of development types, closer together, with access to multiple travel options. The RTP/SCS includes ambitious assumptions for new housing, jobs, and commercial development in Strategic Growth Areas (see attached map) served by the next generation of multimodal transportation infrastructure and services. SRTA may utilize regional funds and programs to influence and facilitate these goals, but the region's RTP/SCS cannot be realized without local agency and private sector participation. SB1 Formula Planning Funds provide resources for these efforts. This effort will assist SRTA and regional public transit partners (e.g. Redding Area Bus Authority (RABA) and Dignity Health Connected Living (DHCL)) in evaluating options to address public transit service needs for the region through through efficient and cost-effective operations. Continued community needs must be balanced with federal/state regulations and new mandates, limited regional funds, cost increases, and other factors. Plans, technical studies, or programs that help implement the SRTA's long-range transit plan, RABA's Short Range Transit Plan, and zero-emission fleet transition plans may be produced.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communities Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. To aid in the development of projects, SRTA will be indentifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Deliverables (anticipated delivery date)

SOW, RFP, consultant contract (Dec 2023). Final Reports, studies, plans, or programs (Feb. 2025)

Task 1:	Project Management		
Task/Activity		Resp. Agency	Schedule
1.1	Prepare and issue a request for proposals for consutltant assistance.	SRTA	Jul. 2023 - Apr. 2025
1.2	Invoicing, meetings, quaterly reports		
Task 2:	Plans and Technical Studies		
Task/Activity		Resp. Agency	Schedule
2.1	Review SRTA, RABA, and DHCL plans and programs. Evaluate agency needs, community requests, funding opportunities and constraints. Develop recommendations for service effeciences and pilot projects; conduct fare studies; evaluate oportunities for different service models; make recommendations on reducing service overlaps; etc.	SRTA, RABA, DHCL, Consultant	July 2023 - Feb. 2025
2.2	Draft and Final Plans, Reports, and/or Technical Studies	Consultant	

WORK ELEMENT 702.01

Transportation Improvement Programs (TIPS)

Agency: SRTA

Total Budget (FY 2023/24): \$100,468

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24				
	Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL
SRTA					
Personnel	\$ 34,883	\$ 64,547	\$ 88,026	\$ 11,405	\$ 99,431
Services & Supplies	\$ 200		\$ 177	\$ 23	\$ 200
Human Resources	\$ 837		\$ 741	\$ 96	\$ 837
TOTAL:	\$ 35,920	\$ 64,547	\$ 88,944	\$ 11,524	\$ 100,468

*Toll Credits are shown for matching purposes only and are not considered revenue

Prior Fiscal Year Work

The SRTA executive director was granted authority to locally approve both administrative modifications, and formal amendments, to the FTIP. The 2023 FTIP was adopted Sept 2022. SRTA prepared and published an annual list of federally obligated transportation projects for public information, per federal regulations. The 2023 FTIP has been amended several times. Staff participated in state discussions in preparation for 2024 RTIP.

Objective

To develop candidate projects for transportation programming needs under federal, state, and local transportation improvement programs consistent with the Regional Transportation Plan (RTP), fiscal constraints, and Federal transportation performance measures, as required.

Discussion

The FTIP is a four-year program of capital, maintenance, and operational transportation improvements based on long-range transportation plans (23 USC Section 134 (c)(1)) and (23 CFR 450.324) and is typically updated by September of even-numbered years. Transportation improvement programs (TIPs) are designed to achieve RTP goals and objectives via transportation spending, operations, and management, and are expected to support Federal transportation performance measures. The FTIP ensures that these activities are carried out in cooperation with federal, state, local and tribal governments, federal land management agency partners, transit agencies, community stakeholders, and the general public. Development of these programs adhere to the adopted SRTA Public Participation Plan. Amendments are routinely needed to reflect changes to federal programs, transportation funding levels, and local agency priorities. Formal amendments and administrative modifications are reviewed for consistency with the RTP and fiscal constraints and submitted to the funding agencies for approval. The Regional Transportation Improvement Program (RTIP) is a five-year program of projects using State Transportation Improvement Program (STIP) funds and updated by December of odd-numbered years. RTIP projects are approved as part of the STIP by the CTC. Federally funded and/or regionally significant RTIP and State Highway Operation and Protection Program (SHOPP) projects are uploaded to the FTIP, once the documents are approved.

**NOTE: Data and PMs for the RTIP and FTIP are included in PMs and Regional Data, WEs 701.03 and 701.11, respectively.*

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Development of a Federal Transportation Improvement Program is one of five core MPO functions and is prepared in compliance with state and federal guidance. Projects receiving federal and state funds, or locally funded projects of regional significance, are advanced for funding through the FTIP and are an integral part of the Performance Based Planning and Programming process.

Deliverables (anticipated delivery date)

2023 Shasta FTIP amendments (at beginning of year); Annual List of Federally Obligated Projects (Dec 2023); FY 2023/24 RSTP Exchange Projects and SCAs (Jun 2024); 2024 Shasta FTIP submission to Caltrans for federal approval by December 2023; and 2025 FTIP amendments.

Task 1: 2023 Shasta FTIP Amendments			
Task/Activity		Resp. Agency	Schedule
1.1	Receive, process, submit, and post FTIP formal amendment requests, including descriptive letter, CTIPS pages, grouped projects summary tables, financial summary tables, and summary of changes table. Formal amendments undergo a minimum 14-day public review. Subsequently, SRTA staff notifies cognizant agencies, and interested individuals, when formal amendments locally approved.	SRTA	Jul 2023- Dec 2023
1.2	Administrative modifications amendments required, or requested, including all of the materials listed in task 1.1, less the financial summary tables. Administrative modifications do not undergo public review and are accepted as state and federally approved upon local approval.		
Task 2: Monitor Implementation 2022 Shasta RTIP			
Task/Activity		Resp. Agency	Schedule
2.1	Attend CTC meetings, as necessary.	SRTA	Bi-monthly
2.2	Meet with local agencies to determine upcoming projects and funding strategies. Seek additional/matching funding for STIP projects.		On-going
2.3	Manage allocations and timely use of funds.		
2.4	Monitor opportunities to include intelligent transportation systems (ITS) strategies and develop candidate projects.		
2.5	Develop, review, and update RTIP performance measures, as needed.		
2.6	2022 Shasta RTIP amendments, as needed.		
Task 3: California Federal Programming Group Meetings			
Task/Activity		Resp. Agency	Schedule
3.1	Attend CFPG meetings. Participate on CFPG Task Forces, as desirable.	SRTA	Bi-monthly
Task 4 Develop and Prepare 2024 RTIP			
Task/Activity		Resp. Agency	Schedule
4.1	Review 2024 Fund Estimate and Final STIP Guidelines; attend CTC workshops on 2024 STIP.	SRTA	Jun – Aug 2023
4.2	Review regional shares available and discuss projects for 2024 RTIP, including analysis of meeting adopted performance targets. Include assessment of how projects implement the RTP/SCS.		Jul 2023 – Dec 2023
4.3	Review RTP, performance measures, transportation authorization targets, and agency priorities in developing draft 2024 RTIP		
4.4	Circulate for public review and comment.		
4.5	Approve 2024 RTIP and submit to CTC.		
Task 5 Prepare and Publish Annual List of Federal FY Federally-Obligated Projects			
Task/Activity		Resp. Agency	Schedule
5.1	Receive Caltrans list of federally-obligated streets, roads, and bicycle projects for prior federal fiscal year (FFY).	SRTA	Oct - Dec annually
5.2	Modify list for public use, add FTIP CTIPS numbers to projects, and solicit and add federally-funded transit projects.		
5.3	Publish list of prior FFY federally-obligated projects within 90 days following the end of the prior FFY. Post to SRTA website.		
Task 6 Annual List of Locally-Approved Regional Surface Transportation Program (RSTP) Projects			
Task/Activity		Resp. Agency	Schedule
6.1	With RSTP prior year estimates, solicit local project submissions per SRTA RSTP exchange policies.	SRTA	Apr - May annually
6.2	Evaluate submitted projects for eligibility and prepare staff recommendation for RSTP-funded projects.		May - Jun annually
6.3	Present funding recommendations to SRTA Board of Directors for approval.		Jun annually
6.4	Under WE 702.02, prepare RSTP sub-recipient cooperative agreements with local jurisdictions and disseminate for approval.		Jun annually

WORK ELEMENT 702.02										Overall Work Program (OWP)
Agency:		SRTA	Total Budget (FY 2023/24):		\$243,840					
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE										
Staff Allocations and Funding Requirements		FY 2023/24								
		Expenditures		Revenue by Fund Source (\$)						
		Direct	Indirect	FHWA PL	Toll Credits Match	Total FHWA PL**	FHWA PL Carryover	Toll Credits Match	Total FHWA PL Carryover	LTF
SRTA										
Personnel		\$ 84,763	\$ 156,843	\$ 138,643	\$ 17,963	\$ 156,606	\$ 75,251	\$ 9,750	\$ 85,000	
Services & Supplies		\$ 200		\$ 177	\$ 23	\$ 200				
Human Resources		\$ 2,034		\$ 1,801	\$ 233	\$ 2,034				
TOTAL:		\$ 86,997	\$ 156,843	\$ 140,621	\$ 18,219	\$ 158,840	\$ 75,251	\$ 9,750	\$ 85,000	\$ -
*Toll Credits are shown for matching purposes only and are not considered revenue										
Prior Fiscal Year Work										
Prior year budget and work plan prepared and adopted; quarterly reports completed, including descriptive summaries of work performed and corresponding budget expenditures; consultation and coordination with state and federal partners regarding the content and ongoing improvement of the OWP document; maintained and used a full-cost accounting system for fiscal management of US DOT funds; developed and executed sub-recipient cooperative agreements; developed and adopted policy for the distribution of planning funds to local partner agencies. Adopted new Overall Work Program policies and procedures for the agency (Section 2.24.10). Prepared new FY regional planning priorities, draft OWP, and final OWP. Participated in annual OWP coordination meeting with state and federal oversight partners. In FY 20/21, the OWP format was updated to eliminate the second year informational budget and non-planning comprehensive budget. These are now included in a separate comprehensive budget presented to the SRTA Board of Directors each June. Annual sub-recipient cooperative agreements for the pass-through of planning, non-motorized, and RSTP funds annually developed and executed.										
Objective										
To develop and administer a comprehensive, coordinated work plan of projects and programs that support implementation of the RTP, short-term transportation improvement programs, California Planning Emphasis Areas, and Federal Planning Factors. To prepare and adopt an agency budget, and annual ICAP rate for the operation of SRTA.										
Discussion										
The OWP is a detailed description of agency work to be accomplished during the fiscal year (July 1 through June 30) and the fund sources to be used to support RTP implementation and the development of short-term transportation improvement programs. The OWP is prepared pursuant to 23 CFR 450.308 and the Regional Planning Handbook prepared by the California Department of Transportation. At a minimum, the OWP includes: a description of the planning activities and products; who will perform the work; anticipated time frame for completing the work; and the budget and source of funds. SRTA receives, oversees, and monitors the use of state and federal funding for implementation of the OWP and is therefore required to establish policies and procedures to meet DOT regulations. Cooperative agreements are also executed with partner agencies that jointly undertake work within the OWP.										
NOTE: Consolidated Planning Grant (CPG) funds are not used to implement non-CPG funded work elements. However, within Work Element 702.02, CPG funding is used to coordinate non-CPG funded work with CPG-funded work, thereby ensuring a program of projects and activities that work together to achieve federal, state, and regional objectives.										
Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives										
The OWP serves as SRTA's work program, planning budget, and comprehensive budget. It articulates how SRTA's activities align with federal and state funding eligibility and policy priorities. Performance Based Planning and Programming are integrated across the planning process, meaning that the RTP, OWP, TIPS, and other state- and federally-funded activities are working together to plan, fund, and implement projects and programs that provide quantifiable progress toward desired outcomes and performance targets.										
Deliverables (anticipated delivery date)										
1) Annual OWP Coordination meeting (November); 2) Regional planning priorities for the upcoming fiscal year (December); 3) Draft work element worksheets (February); 4) Draft OWP for interagency review (March); 5) Final draft OWP (April); 6) OWP Agreement (May plus amendments as required); 7) OWP Amendments as needed; and 8) Sub-recipient Cooperative Agreements (SCAs - June).										
Task 1:	Closeout of Prior FY OWP and Budget									
Task/Activity									Resp. Agency	Schedule
1.1	Prepare prior year certification of expenditures and close out reports for submittal to Caltrans.								SRTA	Jul - Sept annually
Task 2:	Management of Current FY OWP and Budget									
Task/Activity									Resp. Agency	Schedule
2.1	Develop/administer/amend and oversee subrecipient cooperative agreements (general and RSTP) with local agency subrecipients.								SRTA	On-going
2.2	Track staff hours on work tasks and review budget expenditures.									Quarterly
2.3	Prepare and submit invoices and quarterly progress reports to Caltrans, including SRTA and sub-recipient activity, as well as Disadvantaged Business Enterprise (DBE) reporting forms.									Apr and Oct annually
2.4	Prepare bi-yearly DBE reporting to submit to Caltrans, Headquarters.									Due Aug 31 annually
2.5	Prepare and submit Year End Package and OWP Final Products to Caltrans District.									
Task 3:	OWP Amendments									
Task/Activity									Resp. Agency	Schedule
3.1	Prepare staff report and budget documents for SRTA Board of Directors approval (typically 2-3 amendments per year).								SRTA	As needed
3.2	Coordinate with Caltrans District 2 and submit required documentation to Caltrans for federal and state approval.									
Task 4:	Prepare Next FY OWP									
Task/Activity									Resp. Agency	Schedule
4.1	Annual OWP coordination meeting with Caltrans, FHWA, and FTA.								SRTA	Nov-Dec annually
4.2	Prepare and present regional planning priorities for board of directors' approval.									Oct - Dec annually
4.3	Prepare and distribute local agency call for planning projects based on regional planning priorities, Federal Planning Factors, and California Planning Emphasis Areas, and evaluate proposals. May depend on available funding.									Aug-Jan annually
4.4	Update prospectus and prepare draft FY 2023/24 work elements.									Nov-Feb annually
4.5	Analyze SRTA staff and labor needs, allocate staff hours across work elements, and prepare draft budget, including: personnel, services and supplies, consultant work, local agency sub-allocations, and indirect costs.									Feb annually
4.6	Prepare and present draft OWP to board of directors for review and comment.									Mar annually
4.7	Submit draft OWP to state and federal agencies for review and comment.									Mar-Apr annually
4.8	Revise draft OWP to include federal and state comments and recommendations.									Apr annually
4.9	Prepare and present final OWP to board of directors for adoption.									
4.10	Prepare and submit annual sub-recipient cooperative agreements to sub-recipients. File SCAs and issue Notices to Proceed upon full execution.									May-Jun annually
4.11	Submit final OWP to Caltrans for state and federal approval.									

WORK ELEMENT 702.03

Grant Writing and Technical Assistance

Agency: SRTATotal Budget (FY 2023/24): \$28,944

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24			
	Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF	
Personnel	\$ 10,000	\$ 18,504	\$ 28,504	
Services & Supplies	\$ 200		\$ 200	
Human Resources	\$ 240		\$ 240	
Consultant	\$ -		\$ -	
TOTAL:	\$ 10,440	\$ 18,504	\$ 28,944	\$ -

*Toll Credits are shown for matching purposes only and are not considered revenue

Prior Fiscal Year Work

Grant applications were developed for the Fix 5 Cascade Gateway Project, Low-Stress Shasta, and SRTA Planning Data Dashboard and submitted.

Objective

This work element consolidates efforts previously dispersed throughout prior year OWP's to develop new projects, partnerships, and grant applications. Establishing a dedicated grant writing and technical assistance work element and funding it entirely with LTF ensures that federal planning funds are not used to for ineligible activities such as develop capital grant applications. Also, because these are new projects in development, there is typically no dedicated work element in place to charge this work, which typically requires >40 hours to develop and submit each application. This new work element remedies this issue. Upon award of grants for specific projects, they are amended into the OWP under their own unique work elements.

Discussion

Transportation funding has transitioned in recent years from predominately formula-based allocations to a highly competitive discretionary funding environment. In addition to newer federal programs, the State of California has introduced a number of Greenhouse Gas Reduction Fund (GGRF) funded programs that fund capital roadway projects, transit capital and operating projects, and non-motorized planning and capital projects. Furthermore, a number of past funding avenues have been consolidated into ultra-competitive programs such as the Active Transportation Program (ATP). SRTA plays a key role in tracking current and new grant program opportunities, competing directly for grants, and assisting local partner agencies in seeking grants for projects that help to implement SRTA's adopted Regional Transportation Plan (RTP). The funding assumptions and performance goals found in the adopted RTP are premised on the successful pursuit of these discretionary funding sources. Due to tight grant program timelines and large variations in work effort required, SRTA maintains a technical services contracts with consultant to augment SRTA staff time.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Regional funds are used exclusively for this work element because grant writing is not an eligible of federal planning funds. The RTP cannot be fully implemented and regional, state, and federal outcomes and performance targets cannot be met without cost sharing. Grants fill funding gaps that could not otherwise be accomplished with regional funds - nor should they since many of the region's interstate and interregional corridors are heavily used by non-local traffic traveling through the region and support state and federal goals for the mobility for freight and people. Successful grant writing efforts help ensure a state of good repair on regional roadways by replacing pavement and bridges, enhance safety by bringing facilities up to modern design standards, and help ensure long-term system performance for these critically-important facilities by increasing capacity, enhancing traffic operations, and reducing congestion.

Deliverables (anticipated delivery date)

SRTA typically prepares 1 to 3 grant applications per year. The timing and specific grant program vary from year to year. Examples of prior recent efforts are listed above under Previous Accomplishments. As needed, consultant services area also procured to assist with grant applications.

Task 1:	Develop projects to compete effectively for discretionary funding		
Task/Activity		Resp. Agency	Schedule
1.1	Track existing and emerging state and federal grant opportunities. Perform research into applicable programs and participate in grant workshops as needed.	SRTA	Jul 2023 – Jun 2024
1.2	Communicate with and provide technical assistance to local agencies, human service transportation providers, and private industry partners to identify project needs and align these needs with applicable grant program funding opportunities.		
1.3	Develop project work scopes and organize interagency and community partnerships and resources.		
Task 2:	Grant development consultant contract		
Task/Activity		Resp. Agency	Schedule
2.1	Administer procurement process for consultant services.	SRTA	Jul 2023 – Jun 2024
2.2	Manage consultant contracts, including review of invoices and progress made on deliverables.		
2.3	Consultant work as required to develop grant applications. Deliverable(s): grant application package(s).	Consultant	

Agency: SRTA Total Budget (FY 2023/24): \$143,888

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24											
	Expenditures		Revenue by Fund Source (\$)									
	Direct	Indirect	5303 Carryover	Toll Credits	Total 5303 Carryover	5303	Toll Credits	Total 5303	FHWA PL (CS)	Toll Credits	Total FHWA PL (CS)	LTF
SRTA												
Personnel	\$ 44,318	\$ 82,006	\$ 7,685	\$ 996	\$ 8,681	\$ 69,687	\$ 9,029	\$ 78,716	\$ 19,624	\$ 2,543	\$ 22,167	\$ 16,760
Services & Supplies	\$ 1,500			\$ -		\$ 1,328	\$ 172	\$ 1,500		\$ -		
Human Resources	\$ 1,064			\$ -		\$ 942	\$ 122	\$ 1,064		\$ -		
Bike Month Promotional	\$ 15,000									\$ -		\$ 15,000
TOTAL:	\$ 61,882	\$ 82,006	\$ 7,685	\$ 996	\$ 8,681	\$ 71,957	\$ 9,323	\$ 81,280	\$ 19,624	\$ 2,543	\$ 22,167	\$ 31,760

*Toll Credits are shown for matching purposes only and are not considered revenue

Prior Fiscal Year Work

SRTA performed oversight for previously awarded projects through the Regional Non-Motorized Program. SRTA staff provided technical consultation, coordination, and project development assistance to member agencies and Caltrans District 2 for anything not covered by the scope of Shasta Trunk Lines (703.06). Funded Healthy Shasta's use of an application to promote Bike Month and gather active transportation data.

Objective

To implement the GoShasta Regional Active Transportation Plan (adopted February 2018) and increase the share of trips made via bicycle and walking. Ambitious targets for the reduction of vehicle miles traveled and associated greenhouse gas emissions documented in the RTP/SCS cannot be achieved using incremental implementation of outdated strategies serving geographically dispersed development patterns and segregated land uses. A new generation of infrastructure, policies, and programs, combined with supportive land use, is required. The regional vision and strategies presented in the adopted GoShasta Regional Active Transportation Plan describes the next generation of facilities, programs, and policies required to achieve the RTP/SCS. This work element helps to focus regional resources and effort to expedite the planning and funding of GoShasta priorities, including the creation of active transportation 'trunk lines'. This work element supports projects that are not included within the scope of 703.05 (Sustainable Shasta) or 703.07 (Low-Stress Shasta).

Discussion

Public interest and usage of 'active' (i.e. bicycle and pedestrian) travel options continues to grow in the Shasta Region. SRTA's plans and investments support the development of safe and convenient infrastructure; connectivity between the region's trails and the urban network; maintenance of existing bicycle and pedestrian facilities; integration with public transportation; and complete streets. These strategies play a key role in SRTA's Sustainable Communities Strategy (SCS) for reducing vehicle miles traveled and associated greenhouse gas emissions. Federal funding programs for bicycle and pedestrian improvements have been consolidated and are now awarded competitively. Projects proposed for funding must eventually be part of an adopted Active Transportation Plan. GoShasta services this purpose and guides regional investments. As part of the regional planning process and local implementation thereof, SRTA coordinated with Caltrans District 2 and local jurisdictions on their respective planning processes and provided technical support where appropriate.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element supports system performance through the development of a complete and connected network of non-motorized facilities. Properly designed and implemented, these facilities result in increased active transportation mode share, thereby reducing VMT and increasing performance on the vehicle network. Safety is also increased by filling network gaps and enhancing facilities where a history of collisions have occurred, thereby helping to meet adopted goals for fewer transportation related injuries and deaths. Increased active transportation usage also reduces Criteria Pollutants in support of National Ambient Air Quality and reduces transportation sector greenhouse gas emissions in support of CARB-assigned regional greenhouse gas emission reduction targets.

Deliverables (anticipated delivery date)

Active transportation technical advisory committee meeting (Sept 2022, April 2023). Active transportation trainings (monthly).

Task 1: Active Transportation planning, policy development and education			
Task/Activity		Resp. Agency	Schedule
1.1	Host and participate in bicycle and pedestrian planning and policy workgroups and advisory committees.	SRTA	Jul 2023 – Jun 2024
1.2	Host active transportation educational opportunities (E.g. seminars, webinars, trainings, etc.) for local and regional transportation partners.		
1.3	Participate in interagency consultation and provide general technical support toward the development of active transportation projects, programs, promotion, and grant applications.		
Task 2: Provide Active Transportation Technical Assistance to Local Agencies and Organizations			
Task/Activity		Resp. Agency	Schedule
2.1	Monitor funding opportunities for bicycle and pedestrian planning and construction.	SRTA	Jul 2023 – Jun 2024
2.2	Provide technical assistance, as needed, for local agencies to prepare bicycle and pedestrian projects consistent with the GoShasta ATP. In addition to planning consultation and public engagement support, SRTA may include project concepts, preliminary designs or other drawings, and grant-writing assistance to support grant seeking (for those efforts not otherwise falling under Low-Stress Shasta (WE 703.07)).	SRTA	
2.3	Provide technical support, as needed, for community-based organizations seeking to improve the active transportation user experience, including amenities and programmatic support tasks documented in GoShasta (e.g., Bike Month activities).	SRTA	
Task 3: Manage SRTA's non-motorized programs			
Task/Activity		Resp. Agency	Schedule
3.1	Administer and manage Rural BLAST Program and 2% TDA bicycle and pedestrian set-aside, including accounting and project monitoring, for projects that are consistent with the GoShasta Regional Active Transportation Plan.	SRTA	Jul 2023 – Jun 2024

WORK ELEMENT 703.07

Low-Stress Shasta (FY 2023/24 SB1 Competitive Funds)

Agency: SRTA Total Budget (FY 2023/24): \$718,985

Staff Allocations and Funding Requirements	FY 2023/24				
	Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	PPM	SB1 23/24 Competitive	
SRTA					
Personnel	\$ 75,424	\$ 139,563	\$ 214,986		
Services & Supplies	\$ 2,188		\$ 2,188		
Human Resources	\$ 1,810		\$ 1,810		
Consultant (TBD)	\$ 500,000			500,000	
TOTAL (FY 23/24):	\$ 579,422	\$ 139,563	\$ 218,985	\$ 500,000	\$ -

*Toll Credits are shown for matching purposes only and are not considered revenue

Prior Fiscal Year Work

N/A – New Work Element

Objective

To plan a series of capital grant-ready active transportation projects that: 1) implement the GoShasta Active Transportation Plan and help achieve RTP/SCS goals performance outcomes; and 2) help the region meet performance targets for active transportation mode share and safety. Deliverables are coordinated with the Regional Non-Motorized Program or other matching funds when seeking discretionary grant funds.

Discussion

This project will be used to turn the region's conceptual network of active transportation 'trunk lines' into a pipeline of locally vetted, grant-ready projects. Trunk lines, as defined by the GoShasta Regional Active Transportation Plan, are high-quality active transportation facilities designed for all ages and abilities. The trunk line network will feature physical separation from motor vehicles, protected intersections, grade separations, and other strategies designed to increase user safety and reduce stress. Trunk lines will serve strategic growth areas (i.e. areas designated in the Sustainable Communities Strategy for improved jobs-housing balance, mixed-use infill and redevelopment, and multimodal infrastructure and services) and connect these areas to other activity centers and major trip origins/destinations. Feeder routes will also be needed to connect trunk lines to access some residential areas and a broader spectrum of destinations. The proposed project is the culmination of years of planning groundwork, partnership building, and alignment of local and regional programs. The project fills the final gap in competing for ATP and other capital grant funding opportunities.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Through the creation of a network of high-quality facilities connecting trip origins and destinations across the region, this work element supports the goals and objectives of the Active Transportation Program. Active transportation trunk lines, if implemented consistent with design standards located in the GoShasta ATP, will result in an increased proportion of trips accomplished by biking and walking by providing a compelling alternative to vehicle travel; increased safety and mobility for non-motorized users by reducing collisions and connecting trip origins and destinations; enhanced public health by increased physical activity; and help disadvantaged communities fully share in the benefits of the program by prioritizing improvements in disadvantaged areas and that connect these areas to services, education, shopping, and employment. Trunk lines are an important component of the region's SCS for achieving Greenhouse Gas (GHG) reduction goals, pursuant to SB 375 (of 2008).

Deliverables (anticipated delivery date)

1) Progress reports and invoices (quarterly); 2) project management plan and schedule (updated quarterly); 3) Procurement package(s); 4) Shasta Trunk Line Workshop; 5) Record of project communications (updated quarterly); 6) Public engagement meetings (incl. temporary built environments) materials and records (2/2023-2/2024); 7)Technical memo on outreach (2/2027). In the following FY: 1) Conceptual corridor layouts and recommendations (2/2024-2/2026); 2) Planned way-finding system renderings (4/2024-2/2026); 3) Technical memo on wayfinding, corrdior layouts and recommendations (2/2026); 4) Final report (2/2026).

Task 1: Grant Administration and Project Management

Task/Activity		Resp. Agency	Schedule
1.1	Execute state grant contract and provide project management, including communications, reviewing deliverables, and budgeting.	SRTA	Sept 2023 – Feb 2026
1.2	Review and process consultant invoices and requests for reimbursement.	SRTA, Consultant	
1.3	Grant reporting to Caltrans.		

Task 2: Public Engagement and Partner/Stakeholder Communication

Task/Activity	Resp. Agency	Schedule
2.1 Project Administration - Conduct project team meetings and communication to review ongoing work; discuss upcoming tasks; schedule 2-4 different types of engagement opportunities per project; and ensure adequate interagency communication and coordination.	SRTA, Consultant, CBO, and other project partners	Sept 2023 – Feb 2026
2.2 Engagement Meetings - Develop and administer public engagement, including relevant disadvantaged communities.		
2.3 Temporary Built Environment Demonstrations		
2.4 Technical Memo on Engagement and Stakeholder Communication - Summary of engagement and stakeholder communication.	Consultant, SRTA	Feb 2026

Task 3: Shasta Active Transportation Trunk Line Network Expansion

Task/Activity		Resp. Agency	Schedule
3.1	Conceptual Corridor Alignments and Layouts - Analyze and present context-appropriate alignments and layouts up to 20 trunk line network corridors connecting major destinations in and between the region's strategic growth areas (SGAs), or feeder routes connecting to trunk lines	Consultant	Sept 2023 – Feb 2026
3.2	Alignment and Layout Recommendations (Including Preliminary Cost Estimates) - Recommend active transportation alignments and layouts for up to 20 corridors in and between SGAs informed by input received from community engagement. Prepare preliminary cost estimates at a level appropriate for an ATP or other similar grant application (roughly 10–30% level of design).	SRTA, Consultant, and Project Partners	
3.3	Wayfinding Signage and Trail Maps - In coordination with SRTA and local jurisdictions, plan and design wayfinding and related signage.		
3.4	Technical Memo for Alignments, Layouts, and Wayfinding - Summary of non-motorized network corridor alignments and layouts.	Consultant	2/1/2026

Task 4: Final Report

Task/Activity	Resp. Agency	Schedule
4.1 Draft Final Report - Prepare draft final report with implementation and next steps, circulate for review and make revisions as appropriate.	SRTA, Consultant	Sept 2023 – Feb 2026
4.2 Final Report - Final report printing and circulation.		
4.3 Presentation of Final Report - Present final report (totaling 6-8 final presentations) to participating boards and councils, Caltrans executive management, SRTA board, and the Shasta Trunk Lines Committee (If used). Powerpoint presentations from this activity may be used to deliver these presentations later once local agency funded tasks have been completed.	Consultant	

WORK ELEMENT 704.01

Public Information and Participation

Agency: SRTATotal Budget (FY 2023/24): \$150,970

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24					
	Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
SRTA						
Personnel	\$ 49,565	\$ 91,715	\$ 125,075	\$ 16,205	\$ 141,280	
Services & Supplies	\$ 1,000		\$ 885	\$ 115	\$ 1,000	\$ -
Human Resources	\$ 1,190		\$ 1,053	\$ 136	\$ 1,190	\$ -
						\$ -
Consultant (web hosting)	\$ 7,000		\$ 6,197	\$ 803	\$ 7,000	\$ -
SSL Certificate/Misc.	\$ 500		\$ 443	\$ 57	\$ 500	\$ -
						\$ -
TOTAL:	\$ 59,255	\$ 91,715	\$ 133,653	\$ 17,316	\$ 150,970	\$ -

*Toll Credits are shown for matching purposes only and are not considered revenue

Prior Fiscal Year Work

Provided public notices for SRTA Board of Directors and Technical Advisory Committee (TAC) agendas and meetings. Updated agency website as information became available and managed social media announcements on Facebook and Twitter accounts. Developed and adopted 2022 Shasta Public Participation and Partnership Plan (Title VI).

Objective

To be transparent in all agency activities and decision-making processes. To provide information and resources that are accessible, approachable, and meaningful to SRTA's broad range of customers, including the general public, public agency partners, and other stakeholders affected by or interested in the agency's plans, programs, and decisions. Increase public awareness about SRTA, its projects and how they are impacted by, or impact, the public.

Discussion

As the state-designated Regional Transportation Planning Agency (RTPA) and federally-designated Metropolitan Planning Organization (MPO) for Shasta County, SRTA plays a central role in creating, strengthening, and leveraging partnerships to meet regional challenges and opportunities. SRTA's primary public communication tool is the board of directors meetings held five times per year and augmented as needed with special meetings. In addition, SRTA maintains a Shasta Public Participation and Partnership Plan (Title VI) outlining SRTA's process for providing all affected or otherwise interested stakeholders with reasonable opportunities to be involved in the metropolitan transportation planning and programming process. As described in this plan, SRTA considers each activity individually and utilizes strategies designed to facilitate public access, awareness, and/or action. SRTA's most popular and effective tool for day-to-day outreach activities is the agency's website, which now features community engagement tools. Social media applications, including Facebook and Twitter, are also utilized. Appendix A of the plan documents SRTA's procedures directing the roles, responsibilities, and key decision points for consultation with Tribal Governments and Federal Land Management Agencies (FLMAs) pursuant to 23 CFR 450.316 (e) (see www.srta.ca.gov/166/Public-Participation). Consultation with Tribal Governments and and FLMAs carried out under WE 701.01.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Involving the public is one of five core MPO planning functions, and is carried out in accordance with federal and state requirements. SRTA maintains a Public Participation and Partnership Plan (Title VI), prepared in accordance with state and federal guidance, to guide SRTA's activities. Public participation is an integral part of the transportation process which helps to ensure that decisions are made in consideration of and to benefit public needs and preferences. Early and continuous public involvement brings diverse viewpoints and values into the decision-making process. This process enables agencies to make better informed decisions through collaborative efforts and builds mutual understanding and trust between the agencies and the public they serve. Successful public participation is a continuous process, consisting of a series of activities and actions to both inform the public and stakeholders and to obtain input from them which influence decisions that affect their lives.

Deliverables (anticipated delivery date)

1) Agency website maintenance and updates (ongoing); and 2) social media posts (ongoing).

Task 1:	Agency website (www.srta.ca.gov)		
Task/Activity		Resp. Agency	Schedule
1.1	Ongoing updates and periodic refreshing of agency website.	SRTA	Ongoing
1.2	Website services, including web-domain hosting, security certificate, and social media.	Services & Supplies	Annual
1.3	Manage online community engagement tools, including Facebook, Twitter, and community voice modules on agency website.	SRTA	Jul 2023 – Jun 2024
1.5	Evaluate current website service provider and procure new service provider if needed	SRTA	Jul 2023 – Jun 2024
Task 2:	Public Information and Notifications		
Task/Activity		Resp. Agency	Schedule
2.1	Provide information to the public regarding regional transportation infrastructure and services, including but not limited press releases, social media, and presentations to community groups.	SRTA	Jul 2023 – Jun 2024
2.2	Provide ready-to-publish information to member agencies on transportation projects with a regional funding component, for use in local public outreach efforts.	SRTA, Consultant	
2.3	Legal notices and advertisements regarding SRTA planning and programming activities.	Services & Supplies	

WORK ELEMENT 705.02
GIS Applications

Agency: SRTA Total Budget (FY 2023/24): \$74,136

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24		
	Expenditures		Revenue
SRTA	Direct	Indirect	LTF
Personnel	\$ 17,094	\$ 31,631	\$ 48,726
Services & Supplies			\$ -
Human Resources	\$ 410		\$ 410
Consultant:			\$ -
ArcGIS Licenses	\$ 5,000	\$ -	\$ 5,000
Consultant Services (TBD)	\$ 20,000	\$ -	\$ 20,000
TOTAL:	\$ 42,505	\$ 31,631	\$ 74,136

**Toll Credits are shown for matching purposes only and are not considered revenue*

Prior Fiscal Year Work

Performed GIS analysis as needed for SRTA projects, including completed on-demand rides and mapping traffic count data. Acquired access for new employees to online GIS system. Began transition to ArcGIS Pro. Development and release of request for proposal (RFP) for consultant services to support GIS tasks. Evaluation, selection, and contracting with consultant for limited GIS tasks. Kickoff meeting with consultant.

Objective

To eliminate technical barriers to planning and policy analysis; better engage the public and community stakeholders via maps and visualizations; promote consistent and compatible data and technology standards; improve data quality, accuracy, and completeness; enhance access to GIS data resources; and facilitate the exchange of data between data producers and data consumers.

Discussion

SRTA continues to expand its technical and regional data sharing role, with a focus on developing and maintaining countywide land use and transportation-related GIS data. Additional data layers, including US Census and economic data, are likewise being added to enhance spatial analysis capabilities. GIS data is integrated into the ShastaSIM Travel Demand Model and is used to assist with development of the Sustainable Community Strategy (SCS) and tracking performance toward RTP objectives and federal performance-based planning and programming.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Core MPO planning functions include establishing a setting and evaluating alternatives. Geospatial technical tools are needed to accomplish these functions. GIS serves as the technical foundation for planning, policy analysis, and performance measuring by allowing data to be correlated to geographic locations efficiently and accurately. As such, GIS is integral to all core activities and supports all federal and state goals, including federal Performance Based Planning and Programming and state grant program goals. GIS is used to generating a portion of the data needed to develop performance targets and track progress.

Deliverables (anticipated delivery date)

Task orders for on-call GIS services (as needed). RFP (June 2023). Technical services agreement (Oct 2023).

Task 1:	Regional GIS Program		
Task/Activity		Resp. Agency	Schedule
1.1	Maintain requisite GIS licensing needed for SRTA operations.	SRTA	Annual
1.2	Maintain and enhance agency GIS capabilities by participating in GIS training.		As needed (typically 1x/yr)
1.3	Participate in interagency GIS user groups.		Quarterly
Task 2:	On-call GIS Support Services		
Task/Activity		Resp. Agency	Schedule
2.1	Manage existing on-call GIS consultant services contract, including invoices and budget tracking (Note: Synergy TSA expires 11/15/22).	SRTA	As needed
2.2	Administer new on-call GIS services consultant procurement process and contracting.		
2.3	Miscellaneous on-call GIS support for other work elements and SRTA's member agencies (major work tasks involving GIS are included in appropriate work elements)	Consultant	

WORK ELEMENT 705.05

Travel Demand Model

Agency:	SRTA	Total Budget (FY 2023/24): \$128,301				
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE						
Staff Allocations and Funding Requirements		FY 2023/24				
		Expenditures		Revenue by Fund Source (\$)		
SRTA		Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL
Personnel		\$ 22,166	\$ 41,016	\$ 55,935	\$ 7,247	\$ 63,182
Services & Supplies		\$ 100		\$ 89	\$ 11	\$ 100
Human Resources		\$ 532		\$ 471	\$ 61	\$ 532
Consultant Services (DKS)		\$ 5,000		\$ 4,427	\$ 574	\$ 5,000
Cube Software License		\$ 7,500		\$ 6,640	\$ 860	\$ 7,500
Consultant Services (TBD)		\$ 51,987		\$ 46,024	\$ 5,963	\$ 51,987
TOTAL:		\$ 87,285	\$ 41,016	\$ 113,585	\$ 14,716	\$ 128,301
*Toll Credits are shown for matching purposes only and are not consistent						
Prior Fiscal Year Work						
Updates to the model were started in preparation for the 2022 RTP, including updates to the model's DaySIM and transit components, as well as data updates based on regional and local data. Model output reviewed and validation/calibration activities were conducted based on pre-COVID traffic counts and available Big Data. A task order to model the impact of the Fix 5 Cascade Gateway Project was completed along with four other small MPOs, were awarded grant funds for an Integrated Land Use Model and Development Monitoring Framework Tool. MPO members signed MOUs, initiated and RFP, selected a consultant to start initial work on the project. ShastaSIM 3.0 was adopted.						
Objective						
Manage and maintain the region's activity-based travel demand model (ShastaSIM) consistent with state and federal law and in support of Performance-Based Planning and Programming, RTP, TIPs, and other regional activities.						
Discussion						
MPOs are required to develop and maintain a travel demand forecast model that meets FHWA and FTA requirements per Title 23 U.S.C. Section 134, and California requirements as specified under Chapter Regional Transportation Plan (RTP) Guidelines for Metropolitan Planning Organizations (MPO). The RTP Guidelines also specify certain capabilities for medium-sized MPOs (Sections 3.4 and 3.5). The Shasta demand model fulfills these requirements. ShastaSIM measures the impact of population growth and planned or anticipated land development and calculates various transportation and mobility-related performance metrics for any given planning year. ShastaSIM informs decision makers as to the location and timing of improvements needed to maintain adequate level of service. Outputs from ShastaSIM and travel model processing are utilized in various planning documents including, but not limited to: the RTP, RTIP, FTIP (23 USC 134), corridor studies, special projects, and air quality conformity. ShastaSIM requires special and extensive input data, including household travel surveys, socio-economic demographics, and parcel-level land use characteristics. Post-processing routines are required for procedures not found in ShastaSIM as calculations of mobile source emissions. SRTA may contact TMIP staff to determine an appropriate time to conduct a peer review given SRTA's RTP schedule. SRTA received funding, in partnership with "Small 6" MPOs, to develop a land use model to integrate with ShastaSIM. SRTA will develop a new regional land use model over the next two years, which will be used for the 2026 RTP/SCS.						
Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives						
As an MPO SRTA is required to maintain a travel demand model for assessing transportation system needs and evaluating the impact of projects on the performance of the network. The travel demand model is used in Performance Based Planning and Programming to prioritize investments based on system performance measures, including vehicle hours of delay and other key metrics.						
Deliverables (anticipated delivery date)						
The ShastaSIM travel demand model is being updated for the 2022 RTP. Final deliverable will be concurrent with adoption of RTP update in October/December 2022. Interim deliverables in the form of technical reports will be available as model is developed (September 2022).						
Task 1:	SRTA-led operation and maintenance of ShastaSIM activity-based travel demand model					
Task/Activity						Resp. Agency
1.1	Manage technical advisory committee, known as the Shasta Model Users Group (SMUG). Deliverables include meeting agendas and minutes.					SRTA, Consultant
1.2	Perform routine updates and refinements of ShastaSIM, including actual and scheduled network changes, traffic count data, land use assumptions, speed limit information, population growth forecast update, and other inputs as needed.					
1.3	SRTA-led operation of TDM in support of other work elements. Deliverables typically include scenario model files, Excel workbook outputs, and documentation via memo, narratives in appropriate report or email.					
Task 2:	Consultant-led operation and maintenance of ShastaSIM activity-based travel demand model					
Task/Activity						Resp. Agency
2.1	Perform routine updates and refinements to TDM as directed, including actual and scheduled network changes, traffic count data, land use assumptions, speed limit information, population growth forecast update, and other inputs as needed. Deliverables typically include a memo and updated modeling files.					Consultant
2.2	Consultant support to SRTA for travel model data requests or assistance in responding to modeling questions or issues. Deliverables typically include phone calls/emails with SRTA and/or consultant requesting assistance. May include updated model files. Typically there is one request every quarter.					
2.3	Consultant-led operation of TDM in support of other work elements. Deliverables include model outputs, post-processing (e.g. emissions) outputs, model files, and memos on work conducted.					
Task 3:	Education and training for operation of travel demand modeling					
Task/Activity						Resp. Agency
3.1	SRTA staff participation in national or statewide travel demand modeling technical training and practitioner workgroups.					SRTA
3.2	Consultant-administered training for SRTA staff on TDM operation, maintenance, and emissions post-processing. Consultant led training of regional partners on use of the model, including materials.					SRTA, Consultant

WORK ELEMENT 705.05	Travel De
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Agency: SRTA		Total Budget (FY 2023/24): \$128,301	
Task 4: Model Updates for 2026 RTP/SCS			
Task/Activity			Resp. Agency
4.1	Update DaySim components of the model. Deliverables - updated model files and technical memo.		Consultant
4.2	Review and update land use development and jobs information. Review data on future growth forecasts and update model forecasts as appropriate. Deliverables - updated model files and technical memos.		Consultant
4.3	Review and update transportation and transit network link data. Review Regional traffic count data and update links as necessary. Deliverable - updated transportation and transit network files, including memo of changes.	SRTA, Consultant	
4.4	Review 2020 US Census data and update model files as necessary. Deliverable: updated boundary files; population files; technical memo (as needed).		
4.5	Review SB 375 data reporting requirements and integrate workflow to produce results to directly incorporate into necessary reports.Deliverable - updated model post-processing files; technical memo; updated sections to model user guide.	Consultant	
4.6	Run draft 2022 RTP/SCS model scenarios; provide data to environmental consultant for air quality and off-model analysis needs; conduct model runs for final 2022 RTP/SCS chosen scenario.	Consultant	
4.7	Update ShastaSIM model users guide. Present final ShastaSIM regional travel demand model with 2022 RTP/SCS for Board of Directors approval.	SRTA	
4.8	Upload new ShastaSIM regional travel demand model files and user guides online; Distribute new model to local agencies and interested consultants; Share model results and data with CARB for review as part of 2022 RTP/SCS evaluation.	SRTA, Consultant	
Task 5: Integrated Land Use Model and Development Monitoring Framework Tool			
Task/Activity			Resp. Agency
5.1	Work with MPO project team to procure consultant, develop inter-MPO MOU, review and approve invoices, provide quarterly updates, and conduct MPO-only kickoff project meeting	SRTA	
5.2	Conduct research on land use model types, discuss land use model needs, identify land use output needs, develop recommended land use model framework.	SRTA, Consultant	
5.3	Identify existing land uses and compile updated parcel level land use datasets	SRTA, Consultant	
5.4	Develop the Land Use Model framework, develop the GIS platform, develop land use modules	SRTA, Consultant	
5.5	Develop land use model interface between land use model and travel models, validate and test interoperability, develop a land use model user guide and update ShastaSIM user guide as necessary	SRTA, Consultant	
5.6	Conduct stakeholder and public outreach as needed for land use model, prepare final report and presentation materials, conduct user workshop/training session	SRTA, Consultant	
5.7	Finish staff training, finalize land use model development and user guides, and adopt final land use model for Shasta Region.	SRTA	

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Jul 2022-
Jun 2023 (As
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Jul 2022-
Jun 2023 (As
needed)

Schedule

Jul 2022-
Jun 2023 (As
needed)

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Schedule
Completed
Jul 2022- Oct 2022
Oct-Dec 2022
Oct 2022- Jun 2023
Schedule
Oct 2021- June 2024
Oct 2021- Dec 2022
Dec 2021- Dec 2022
Dec 2022- Dec 2023
June 2023- Dec 2023
Dec 2021- May 2024
Jan 2024- June 2024

WORK ELEMENT 705.06 Shasta Planning Data Dashboard (FY 2023/24 SB1 Competitive Funds)				
Agency:	SRTA	Total Budget (FY 2023/24):	\$797,539	
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE				
Staff Allocations and Funding Requirements	FY 2023/24			
	Expenditures		Revenue	
	Direct	Indirect	LTF	SB1 23/24 Competitive
SRTA				
Personnel	\$ 34,407	\$ 63,666	\$ 98,073	
Services & Supplies	\$ 8,764		\$ 8,764	\$ -
Human Resources			\$ -	\$ -
Consultant:			\$ -	\$ -
TBD	\$ 483,491	\$ -	\$ -	\$ 483,491
TBD	\$ 207,211	\$ -	\$ -	\$ 207,211
TOTAL:	\$ 733,873	\$ 63,666	\$ 106,837	\$ 690,702
*Toll Credits are shown for matching purposes only and are not considered revenue				
Prior Fiscal Year Work				
N/A - New work element.				
Objective				
Address technical and funding constraints for performance-based planning; reduce need for technical staff and funding resources; optimize the exacting repetitive and time-consuming processes; provide clear and comprehensive future predictions; develop a comprehensive, data-driven, and easy to use decisionmaking tool; and increase public engagement.				
Discussion				
There are many challenges and constraints for MPOs to advance the region's RTP/SCS, planning priorities, and climate adaptation goals. Limited available data, technical staff, and funding resources make this issue even more challenging for small and mid-size MPOs. Existing data modeling and visualization technologies are valuable tools to improve reporting processes and stakeholder engagement, but the lack of a comprehensive planning data analysis platform and dashboard can lead to delays, redundancies in the required reporting processes, as well as significant difficulties in decisionmaking and public engagement processes. There is a need for a modern comprehensive data analytics dashboard that supports interactive analysis, visualization of different planning datasets, and scenario analysis. The proposed multi-data views dashboard could include include, land use, traffic volume, travel time, transit ridership, freight traffic, and greenhouse gas emissions, and health/safety indicators such as reported crashes and fatalities.				
Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives				
The proposed platform and dashboard will provide a comprehensive, data-driven, and easy-to-use decision-making tool to have a clear and comprehensive prediction for multimodality, accessibility, safety, equity, VMT, and GHG emissions based on the effects of transportation, housing, and land use on each other and on the past, current, and future trends. All community members including disadvantaged community members and tribal entities can use this proposed comprehensive, data-driven, and easy-to-use decision-making tool to have a clear and comprehensive future prediction based on transparent data. This can help them to have effective engagements that lead to informed decisions.				
Deliverables (anticipated delivery date)				
Scenario toolkit (TBD), toolbox for data query, analysis, and download (TBD). Data dashboard to present data, maps, figures, and reports (TBD).				
Task 1:	Project Administration			
Task/Activity			Resp. Agency	Schedule
1.1	Kick-off, board, and Technical Advisory Committees meetings		SRTA	TBD
1.2	Quarterly invoices and progress reports			Quarterly
Task 2:	Outreach and Consultant Procurement			
Task/Activity			Resp. Agency	Schedule
2.1	Meetings and workshops to identify the required data, needs, and priorities		SRTA	Nov. 2023 - Feb. 2025
2.2	Workshops to disseminate the use of the proposed platform and dashboard			
2.3	Consultant procurement			
Task 3:	Data Collection			
Task/Activity			Resp. Agency	Schedule
3.1	Gather required land use, mobility, health, and accident data		Consultant	Nov. 2023 - Feb. 2025
3.2	Develop a framework for data collection and uploading			
Task 4:	Data Updating and Integration			
Task/Activity			Resp. Agency	Schedule
4.1	Update and integrate land use, travel, health, accident, and greenhouse gas prediction models		Consultant	Nov. 2023 - Feb. 2025
Task 5:	Platform Development			
Task/Activity			Resp. Agency	Schedule
5.1	Develop scenario toolkit		Consultant	Nov. 2023 - Feb. 2025
5.2	Develop a toolkit to query, analyze, and download data			
5.3	Develop a dashboard to present data, maps, figures, and reports			

Public Transportation Planning

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

**Toll Credits are shown for matching purposes only and are not considered revenue*

Provided technical assistance to Federal Transit Administration (FTA) grant applicants. Tracked Greenhouse Gas Reduction Fund transit programs. Analyzed and reviewed public transportation performance. Evaluated discretionary funding programs needed to fill transit funding gaps in the region, including FTA programs, California State of Good Repair, and other prospective state and federal funding sources. Organized and held Social Services Transportation Advisory Council (SSTAC) meetings. Provided oversight and project administration of State of Good Repair (SGR), and other state and federal public transit funding programs. Other transit coordination includes regular participation in North State Super Region (NSSR) Transit Working Group meetings to discuss both regional and intercity transit needs, and continuously soliciting input from the public and other stakeholders. Specialty bus service administration, e.g. Beach Bus and Shasta Connect. Coordination of bus services locally and regionally.

SRTA supports the coordination of services among the region's various public transportation providers. SRTA also promotes the effective communication of these services to the public. The Coordinated Human Services Transportation Plan is a federally mandated plan that prioritizes transportation services for funding and implementation, with an emphasis on transportation needs of persons with disabilities, older-adults and individuals of limited means. This plan is updated every five years. These efforts are closely related to WE 708.03 (Transportation Development Act Administration), which includes the annual unmet transit needs assessment and leading the Social Services Transportation Advisory Committee (SSTAC).

Properly designed and implemented public transportation services result in increased mode split, thereby reducing VMT and increasing system performance measures for the vehicle network. Increased public transportation usage also reduce criteria pollutants in support of National Ambient Air Quality Standards and reduces transportation sector greenhouse gas emissions in support of CARB-assigned regional greenhouse gas emission reduction targets.

Task/Activity		Resp. Agency	Schedule
1.1	Communication and coordination with intercity public transportation providers and public transportation providers operating in surrounding regions needed.	SRTA	Jul 2023 – June 2024
1.2	Participate in interagency meetings and workshops that support public transit planning, including: CalACT, CTA, transit board meetings, and/or similar such meetings.		
1.3	Evaluate discretionary funding programs needed to fill transit funding gaps in the region, including FTA, including Section 5311(c), 5311(f), and 5339(c), California State of Good Repair, and other prospective state and federal funding sources.		

Task/Activity		Resp. Agency	Schedule
2.1	Collect and review transit performance data.	SRTA	Jul 2023 – June 2024
2.2	Formulate and provide recommendations toward enhancing near-term transit performance and/or efficiencies.		
2.3	Collect, audit, and report progress toward recommendations and performance targets for public transportation at year's end.		
2.4	Update General Transit File Specification (GTFS) files.		
2.5	Evaluate General Transit File Specification (GTFS) file management software options and provide recommendation.		Oct – Dec 2023

Task/Activity		Resp. Agency	Schedule
3.1	Work with local agencies and organizations on developing projects and applying for FTA grants, both regionally apportioned and competitive.	SRTA	Jul 2023 – June 2024
3.2	Administer FTA grants.		

WORK ELEMENT 706.06
Greenhouse Gas Reduction Fund Programs

Agency: SRTA Total Budget (FY 2023/24): \$52,759

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24			
	Expenditures		Revenue by Fund Source	
SRTA	Direct	Indirect	LTF	
Personnel	\$ 18,320	\$ 33,899	\$ 52,220	
Services & Supplies	\$ 100		\$ 100	
Human Resources	\$ 440		\$ 440	
TOTAL:	\$ 18,860	\$ 33,899	\$ 52,759	\$ -

Prior Fiscal Year Work

Reviewed annual Low Carbon Transit Operations Programs (LCTOP) allocation; reported on progress of previous fiscal year (FY) allocations; tracked legislative actions related to LCTOP. Prepared applications for and received FY 2020/21 funds toward expanded Sunday On-Demand Transit and Expanded CTSA Rider Eligibility (Year 2) projects.

Objective

To administer the allocation of regionally apportioned funds from the LCTOP and to develop public transportation projects that meet Greenhouse Gas Reduction Fund (GGRF) programs.

Discussion

LCTOP is funded by auction proceeds from the California Air Resource Board's Cap-and-Trade Program. LCTOP provides operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility through expansion or enhancement of their systems. SRTA or RABA can serve as the project lead for projects funded with LCTOP. Under this work element, SRTA will pursue other public GGRF transportation funds as well, such as the Transit Intercity Rail Capital Program (TIRCP).

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

LCTOP is a state program to support public transportation services that reduce carbon emissions. Annually, SRTA evaluates projects together with partners based on the this objective, and submits projects for funding.

Deliverables (anticipated delivery date)

Prepare and submit annual LCTOP project application(s) for regional public transportation projects. (Jan – April 2024)

Task 1: Administer LCTOP Funds

Task/Activity	Resp. Agency	Schedule
1.1 Review State Controller's Office LCTOP Eligible Allocation Summary	SRTA	Jan - Feb 2024
1.2 Review statutes, rules, and regulations, and pending legislation pertinent to LCTOP funding		Jul 2023 – June 2024
1.3 Review and process invoices for project work completion.		
1.4 Prepare annual progress and final project closeout reports (as needed)		
1.5 Participate in financial and performance auditing.		

Task 2: Prepare FY 2023/24 LCTOP Application

Task/Activity	Resp. Agency	Schedule
2.1 Prepare and submit application in consultation with regional partners.	SRTA	Jan – June 2024

Agency: SRTA Total Budget (FY 2023/24): \$62,914

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24			
	Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF	
Personnel	\$ 21,818	\$ 40,372	\$ 62,190	
Services & Supplies	\$ 200		\$ 200	
Human Resources	\$ 524		\$ 524	
TOTAL:	\$ 22,542	\$ 40,372	\$ 62,914	\$ -

**Toll Credits are shown for matching purposes only and are not considered revenue*

Prior Fiscal Year Work

Coordinated with regional partners in the development of the Fix 5 Cascade Gateway Project, the SR 273 Comprehensive Multimodal Corridor Plan, and the Pit River Bridge replacement.

Objective

To advance priority projects in coordination with Caltrans and ensure the safety, preservation, and performance of the regional network for people and goods.

Discussion

SRTA works with Caltrans staff in project development and construction, particularly where SRTA is a funding partner. SRTA also reviews and comments on land use and transportation projects with regard to impacts to the performance of the regional transportation network and consistency with the regional transportation plan. This element provides funds for the RTPA to conduct special studies for selected corridors, road segments, and key locations to evaluate safety concerns, prepare project alternatives, and then to prepare cost estimates and devise appropriate actions to resolve issues (23 CFR 450.318). In a typical year, SRTA reviews approximately three environmental impact reports (EIRs), two project study reports (PSRs) and one to two Caltrans transportation concept reports (TCRs). SRTA also coordinates with Caltrans on operational issues and closures related to weather, natural disaster, and collisions. During major road closures, SRTA works with Caltrans to examine alternatives and provide information to member agencies.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

By advancing priority projects in coordination with Caltrans, the region helps to ensure the safety, maintenance, and system performance of the regional network for people and goods.

Deliverables (anticipated delivery date)

1) Project Study Reports (as needed); and 2) SRTA input, review and comment on 1-2 project per year (as requested)

Product 1:	Analysis of Product Study Reports		
Task/Activity		Resp. Agency	Schedule
1.1	Communicate and coordinate with Caltrans and affected jurisdictions in the early consultation and review of project study reports and other scoping documents as they relate to funding, programming, and the RTP/SCS.	SRTA	As needed
1.2	In coordination with Caltrans, develop responses to road closures and extreme climate related events, and to provide information during events.	SRTA	As needed
Product 2:	Review and Analysis of Local Agency Projects of Regional Significance		
Task/Activity		Resp. Agency	Schedule
2.1	Review local projects, determine impacts, and assess consistency with the Regional Transportation Plan and Sustainable Communities Strategy.	SRTA	As needed
2.2	Review development projects and make determination as to whether project is consistent with the adopted Sustainable Communities Strategy (SCS) for CEQA streamlining purposes.		

WORK ELEMENT 707.03						Alternative Fuels Vehicle Planning				
Agency: SRTA		Total Budget (FY 2023/24): \$ 84,794								
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE										
Staff Allocations and Funding Requirements		FY 2023/24								
		Expenditures		Revenue by Fund Source (\$)						
SRTA	Direct	Indirect	FHWA PL	Toll Credits	Total FHWA PL	LTF	FHWA PL Carryover	Toll Credits	Total FHWA PL Carryover	
Personnel	\$ 29,239	\$ 54,104	\$ 51,651	\$ 6,692	\$ 58,343	\$ -	\$ 22,133	\$ 2,868	\$ 25,000	
Services & Supplies	\$ 750		\$ 750	\$ 86	\$ 750	\$ -				
Human Resources	\$ 702		\$ 702	\$ 80	\$ 702	\$ -				
	\$ -									
TOTAL:	\$ 30,691	\$ 54,104	\$ 53,102	\$ 6,858	\$ 59,794	\$ -	\$ 22,133	\$ 2,868	\$ 25,000	
*Toll Credits are shown for matching purposes only and are not considered revenue										
Prior Fiscal Year Work										
Hydrogen fuel planning with ARCH2ES. Communication and coordination with North State Super Region and various public and private sector stakeholders regarding the planning and funding for alternative fuels vehicle planning.										
Objective										
FHWA is establishing a national network of alternative fueling and charging infrastructure along national highway system corridors. Interstate 5 and SR 299 through the Shasta Region are important north-south and east-west corridors on this network. This work element supports the development of this network through planning of alternative fuels infrastructure in the region to reduce criteria air pollutants (ozone, CO, PM 2.5 and PM10). A collateral benefit is the reduction of greenhouse gas (GHG) emissions, which is a state objective.										
Discussion										
Metropolitan planning for the region should minimize transportation-related fuel consumption and air pollution (23 CFR 450.300). The latest generation of plug-in electric vehicles (PEVs) are rapidly entering into the regional vehicle fleet market and help reduce air pollutants and GHG emissions. It is estimated that PEVs could make up 2% of the regional vehicle market by 2022 (or sooner). However, this is only likely to happen if the charging station infrastructure is in place to support this growth and thereby reduce "range anxiety" for PEV owners. Based on the Upstate Region PEV Readiness Plan, a total of 104 electric vehicle charging stations are needed to support a 2% PEV share of the region's vehicle fleet. Regional corridors designated as part of the national "Alternative Fuel Corridors" network, include: Interstate 5 (I-5) and State Route 299 (SR 299). Regional efforts supported or implemented will be included in the 2026 Regional Transportation Plan update.										
Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives										
Alternative fuel vehicles are an effective strategy for protection air quality - a core MPO function for non-attainment regions, but still relevant for the Shasta Region. Replacing conventional automobiles with electric and hydrogen vehicles will reduce federal Criteria Air Polutants, including ozone, PM 2.5 and 10, and CO. Although not a federal requirement, a co-benefit is the reduction of greenhouse gas emissions.										
Deliverables (anticipated delivery date)										
A modest number of staff hours has been allocated to this work element to allow for coordination with partners on regional and state efforts to expand fueling infrastructure and to evaluate grant funding opportunities as they arise (ongoing). SRTA will provide letters of support as appropriate for projects in the region (ongoing). SRTA will also participate in FHWA-sponsored events for corridor nominations, as well as in the North State EV Infrastructure Workgroup (estimated 4 meetings per year). Additional tangible deliverables include meeting dates, agendas, and notes										
Task 1: Participation and Support Leading to Accelerated Deployment of Low-Carbon Fueling Infrastructure										
Task/Activity						Resp. Agency		Schedule		
1.1		Evaluate opportunities to accelerate the deployment of electric and hydrogen fueling infrastructure within the Shasta Region and along interregional corridors, focusing on benefits to public transportation, freight operations, and the traveling public.				SRTA		Jul 2023 – June 2024		
1.2		Participate in monthly North State Super Region ZEV Workgroup meetings to discuss coordinated planning and provide project letters of support.				SRTA		Jul 2023 – June 2024		

WORK ELEMENT 707.04

Goods & Freight Coordination and Planning

Agency: SRTA

Total Budget (FY 2023/24): \$21,862

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24					
	Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FTA 5303 Carryover	Toll Credits*	Total FTA 5303 Carryover	LTF
SRTA						
Personnel	\$ 7,536	\$ 13,945	\$ -	\$ -		\$ 21,482
Services & Supplies	\$ 200		\$ -	\$ -		\$ 200
Human Resources	\$ 181		\$ -	\$ -		\$ 181
TOTAL:	\$ 7,917	\$ 13,945	\$ -	\$ -	\$ -	\$ 21,862

*Toll Credits are shown for matching purposes only and are not considered revenue

Prior Fiscal Year Work

Staff participated in both the Caltrans Freight Planning Academy and the the California Freight Advisory Committee (CFAC). Performed consultation with California Trucking Association to identify needs and potential solutions on I-5.

Objective

To develop freight projects in consultation with stakeholders that serve to remove transportation-related barriers to new and expanded industry. To utilize regional transportation planning, policy and investments to support the economic vitality of the region through enhanced market competitiveness, productivity, efficiency, and goods and freight movement. This is to be accomplished through: 1) more efficient transportation of goods in/out of the region; 2) supporting the development of low trip generating industries; and 3) increased local production and consumption of goods, including the utilization and processing of industrial inputs from within the North State.

Discussion

Goods and freight movement supports economic activity and prosperity at the local, regional, state, and national level. The movement of freight also carries with it adverse impacts to air quality, the environment, and social equity. Consultation and planning with private sector industry stakeholders have highlighted some transportation-related inefficiencies (e.g. partial loads, deadheading, lack of coordination, etc.) that may be suppressing increased economic activity, however, no near-term gaps or deficiencies in the freight network have been identified for regional consideration. Longer term, SRTA will continue to evaluate the appropriateness of a North State Freight Hub to support consolidation of truck freight and an intermodal linkage with freight rail. SRTA will also continue to reach out to freight stakeholders as part of the RTP process and evaluate emerging needs.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

In consultation with private sector industry, economic development organizations, and other freight stakeholders, this work element identifies goods and freight related projects for technical evaluation and inclusion the RTP as appropriate.

Deliverables (anticipated delivery date)

Freight project nominations for RTP (as identified). Participating in statewide freight planning meetings.

Task 1:	Freight Coordination and Planning		
Task/Activity		Resp. Agency	Schedule
1.1	Participate in interagency meetings and workshops that support freight and goods movement planning, including: California Freight Advisory Committee, Sustainable Freight Action Plan, and/or similar meetings.	SRTA	As needed
1.2	Review, participate and comment on federal or state policies, laws, programs, funding and priorities related to freight and goods movement, including the national primary freight network, and state and regional freight corridors.		

WORK ELEMENT 707.09(A)										SR 273 Northern Section Multimodal Corridor Plan			
Agency: SRTA		Total Budget (FY 2023/24): \$495,767											
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE													
Staff Allocations and Funding Requirements		FY 2023/24						FY 2024/25 (estimated)				Grant funds expiration date: _____ Note: Grant funds to be invoiced 43%/57% with grant funds in WE 707.09B	
		Expenditures		Revenue by Fund Source (\$)				Expenditures		Revenue by Fund Source (\$)			
		Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	PPM	Strategic Partnership Grant (SPR)	Direct	Indirect	PPM		Strategic Partnership Grant (SPR)
SRTA													
Personnel		\$ 108,795	\$ 201,313				\$ 210,108	\$ 100,000	\$ 42,873		\$ 12,790		\$ 30,083
Services & Supplies		\$ 107					\$ 107						
Human Resources		\$ 2,611					\$ 2,611						
Consultant (GHD)		\$ 182,941					\$ -	\$ 182,941	\$ 45,735			\$ 45,735	
TOTAL:		\$ 294,454	\$ 201,313	\$ -	\$ -	\$ -	\$ 212,826	\$ 282,941			\$ 12,790	\$ 75,818	
*Toll Credits are shown for matching purposes only and are not considered revenue													
Prior Fiscal Year Work													
Finalized JPA with Caltrans, executed TSA with consultant, held kick-off meetings, performed initial round of public outreach, held public visioning event, prepared existing conditions technical memo.													
Objective													
Two planning grants were awarded for the SR273 corridor. A \$500K SPR Special Projects grant was awarded to Caltrans District 2 for the southern portion. A \$500K State Planning and Research Strategic Partnerships grant was awarded to SRTA for the northern portion of the corridor. SRTA serves as the project manager for both grants so that the entire corridor can be planned together; however, separate work elements have been created in the OWP for each respective grant. WE707.10(A) is for SRTA's grant, while WE707.10(B) is for Caltrans D2's grant. A single procurement and consultant contract will be administered for the entire corridor. Request for reimbursement from the two grant programs shall be split equally. Both work elements share the same objectives - i.e., to a) improve travel safety; b) improve system efficiency; c) improve system reliability; d) reduce GHG and pollutant emissions in support of State goals and standards; e) improve multimodal access; f) support economic opportunity and the movement of goods and freight; and g) address the needs and transportation-related impacts of disadvantaged communities that reside along this corridor. Ultimately, the plan will result in a prioritized list of projects for implementation, collectively designed to achieve regional and state performance targets.													
Discussion													
The SR273 corridor serves various functions (e.g., I-5 detour, local arterial, etc.) and customers (e.g. commuters, freight operators, etc.). The SR 273 corridor is also home to many of the region's most disadvantaged communities. Collisions resulting in injury and/or fatality are disproportionately high in number and severity along the corridor. Due to the many trip destinations and number of higher density residential units, the northern portion of the corridor is highly suitable for a transit-oriented development and active transportation facilities that improves access to transit. SR273 passed through the Downtown Redding and Downtown Anderson 'Strategic Growth Areas' as described in the region's Sustainable Communities Strategy (SCS). The SR273 corridor is called out in Regional Transportation Plan as a near-term priority for planning and improvements that address safety, mobility, equity, sustainability, traffic operations, and economic development.													
Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives													
This plan will result in a Comprehensive Multimodal Corridor Plan (CMCP) and directly inform the RTP, RTP project list, and Regional Transportation Improvement Program (RTIP). Projects therein will support achievement of federal performance measures, including PM1 (Safety), PM2 (Pavement and Bridge Condition), and PM3 (System Performance), as well as priorities documented in state plans.													
Deliverables (anticipated delivery date)													
Performance assessment technical memo (July 2023), corridor goal and objective document (July 2023), safety campaign materials (October 2023), toolbox of potential projects (October 2023), matrix of improvement scenarios (November 2023), five to seven feasibility studies (December 2023 – April 2024), prioritized project list / implementation plan (June 2024).													
Task 2: Project Initiation													
Task/Activity										Resp. Agency		Schedule	
2.1 RFP and consultant contracting										SRTA		Completed	
2.2 Project kick-off meeting										SRTA			
2.4 Establish & Maintain Project TAC										SRTA & Consultant			
Task 3: Identification and Assessment of Existing Conditions													
Task/Activity										Resp. Agency		Schedule	
3.1 Identify existing conditions of transportation infrastructure										SRTA & Consultant		Feb 2023 – July 2023	
3.2 Assess existing conditions										SRTA & Consultant		Feb 2023 – July 2023	
Task 4: Stakeholder Outreach													
Task/Activity										Resp. Agency		Schedule	
4.1 Plan and conduct public workshops										SRTA & Consultant		Feb 2023 – June 2024	
4.2 Plan and conduct online engagement										SRTA & Consultant		Feb 2023 – June 2024	
4.3 Plan and conduct stakeholder meetings										SRTA & Consultant		Feb 2023 – June 2024	
Task 5: Plan Development													
Task/Activity										Resp. Agency		Schedule	
5.1 Draft plan										SRTA & Consultant		FY 2024/2025	
5.2 Identify potential funding sources										SRTA & Consultant		FY 2024/2025	
5.3 Final plan										SRTA & Consultant		FY 2024/2025	
5.4 Present final plan to SRTA board and others as requested										SRTA & Consultant		FY 2024/2025	

Grant funds expiration date: _____

Note: Grant funds to be invoiced 43%/57% with grant funds in WE 707.09B

WORK ELEMENT 707.09(B)

SR 273 Southern Section Multimodal Corridor Plan

Agency: SRTATotal Budget (FY 2023/24): \$271,429

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24			FY 2024/25		
	Expenditures		Revenue	Expenditures		Revenue
	Direct	Indirect	Special Studies Grant (SPR)	Direct	Indirect	Special Studies Grant (SPR)
SRTA						
Consultant (GHD)	\$ 271,429		\$ 271,429	\$ 67,857		\$ 67,857
TOTAL:	\$ 271,429	\$ -	\$ 271,429	\$ 67,857	\$ -	\$ 67,857

Note: to be invoiced 57%/43% with grant funds in WE 707.09A

*Toll Credits are shown for matching purposes only and are not considered revenue

Prior Fiscal Year Work

Finalized JPA with Caltrans, executed TSA with consultant, held kick-off meetings, performed initial round of public outreach, held public visioning event, prepared existing conditions technical memo.

Objective

Two planning grants were awarded for the State Route 273 (SR 273) corridor. A \$500K State Planning and Research (SPR) Special Projects grant was awarded to Caltrans District 2 for the southern portion. A \$500K SPR Strategic Partnerships grant was awarded to SRTA for the northern portion of the corridor. SRTA serves as the project manager for both grants so that the entire corridor can be planned together; however, separate work elements have been created in the OWP for each respective grant. WE707.09A is for SRTA's grant, while WE 707.09B is for Caltrans D2's grant. A single procurement and consultant contract will be administered for the entire corridor. Request for reimbursement from the two grant programs shall be split equally. Both work elements share the same objectives - i.e., to a) improve travel safety; b) improve system efficiency; c) improve system reliability; d) reduce GHG and pollutant emissions in support of State goals and standards; e) improve multimodal access; f) support economic opportunity and the movement of goods and freight; and g) address the needs and transportation-related impacts of disadvantaged communities that reside along this corridor. Ultimately, the plan will result in a prioritized list of projects for implementation, collectively designed to achieve regional and state performance targets.

Discussion

The SR273 corridor serves various functions (e.g., Interstate 5 detour, local arterial, etc.) and customers (e.g. commuters, freight operators, etc.). The SR 273 corridor is also home to many of the region's most disadvantaged communities. Collisions resulting in injury and/or fatality are disproportionately high in number and severity along the corridor. Due to the many trip destinations and number of higher density residential units, the northern portion of the corridor is highly suitable for a transit-oriented development and active transportation facilities that improves access to transit. SR273 passed through the Downtown Redding and Downtown Anderson 'Strategic Growth Areas' as described in the region's Sustainable Communities Strategy (SCS). The SR 273 corridor is called out in the Regional Transportation Plan as a near-term priority for planning and improvements that address safety, mobility, equity, sustainability, traffic operations, and economic development.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This plan will directly inform RTP planning and project list and result in a Comprehensive Multimodal Corridor Plan (CMCP). Projects will support achievement of federal performance measures, including PM1 (Safety), PM2 (Pavement and Bridge Condition), and PM3 (System Performance), as well as state priorities documented in state plans.

Deliverables (anticipated delivery date)

Performance assessment technical memo (July 2023), corridor goal and objective document (July 2023), safety campaign materials (October 2023), toolbox of potential projects (October 2023), matrix of improvement scenarios (November 2023), five to seven feasibility studies (December 2023 – April 2024), prioritized project list / implementation plan (June 2024).

Task 1: Project Initiation

Task/Activity	Resp. Agency	Schedule
1.1 Establish & Maintain Project TAC	SRTA & Consultant	February 2023 – June 2024

Task 2: Identification and Assessment of Existing Conditions

Task/Activity	Resp. Agency	Schedule
2.1 Identify existing conditions of transportation infrastructure	SRTA & Consultant	Feb 2023 – July 2023
2.2 Assess existing conditions		

Task 3: Stakeholder Outreach

Task/Activity	Resp. Agency	Schedule
3.1 Plan and conduct public workshops	SRTA & Consultant	Feb 2023 – June 2024
3.2 Plan and conduct online engagement		
3.3 Plan and conduct stakeholder meetings		

Task 4: Plan Development

Task/Activity	Resp. Agency	Schedule
4.1 Draft plan	SRTA & Consultant	FY 2024/25
4.2 Identify potential funding sources		
4.3 Final plan		
4.4 Present final plan to SRTA board and others as requested		

Note: to be invoiced
57%/43% with grant
funds in WE 707.09A

WORK ELEMENT 707.10

North State Intercity Bus to Rail Plan

Agency:

SRTA

Total Budget (FY 2023/24):

\$ 430,187

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24						
	Expenditures		Revenue by Fund Source (\$)				
	Direct	Indirect	FHWA PL	FHWA PL Toll Credits*	Total FHWA PL	LTF	Strategic Partnership Grant (FTA 5304)
SRTA							
Personnel	\$ 83,418	\$ 154,355				\$ 27,272	\$ 210,500
Services & Supplies	\$ 400					\$ 46	\$ 354
Human Resources	\$ 2,002					\$ 230	\$ 1,772
						\$ -	\$ -
Consultant (TBD)	\$ 190,013					\$ 21,794	\$ 168,219
						\$ -	\$ -
TOTAL:	\$ 275,833	\$ 154,355	\$ -	\$ -	\$ -	\$ 49,342	\$ 380,845

*Toll Credits are shown for matching purposes only and are not considered revenue

Prior Fiscal Year Work

Participated in statewide intercity bus and rail meetings including North State partner agencies, coordinated intercity bus and rail transportation options between the Shasta Region and larger metropolitan areas, evaluate and consider transportation governance structure between partner agencies in the North State and Caltrans. Initiated the development of RFP's scope of work for consultant assistance on the North State Intercity Bus to Rail Plan, and evaluated. Coordinated with the NSSR Transit Working Group. Participated in and researched California Intercity Bus Study, CA State Rail Plan, and BCAG/JJIPA Valley Rail Extension rail plan.

Objective

To coordinate and plan for better intercity bus and rail transportation options between the Shasta County and the large metropolitan areas of Greater Sacramento, the Bay Area, and north into Oregon as well as improve connections across the North State region. This includes an assessment of the rail hubs that are currently located nearby communities as well as future service areas (e.g., those under consideration by BCAG for train service to Chico/Oroville) in order to identify the best way to improve intermodal connections for travelers in the North State.

Discussion

The many communities of the North State region are almost entirely disconnected from the major economic, educational, and healthcare centers of the rest of the state, like Greater Sacramento and the Bay Area. There are minimal options for travel from Redding and Chico to major urban areas unless you have access to a personal automobile. Public transportation riders must rely on limited intercity connections and the existing options have a number of constraints: unreliability, limited destinations, inconvenient schedules, poor on-time performance, confusing ticket purchasing, lack of station services, frequent stops, indirect routes, need for transfers, and prohibitive costs. Having reliable, convenient, and affordable intercity transportation is essential to the economic health and development of the region and state. Intercity passenger bus service has been a large focus of SRTA and has been partially grant funded.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Result of this planning effort will directly inform the RTP, accomplish the goals of the state rail plan, the state intercity bus study, and may lead to projects that support achievement of federal performance measures (PM1, PM2, and PM3).

Deliverables (anticipated delivery date)

RFP and TSA (July). Plan for 2-hour headway integrated bus service along I-5 corridor (December 2022). Public outreach and community engagement summary (June 2023). Technical memo re: passenger rail opportunities (June 2023). Technical memo re: potential governance structures (June 2023),

Task 1:	Project Administration		
Task/Activity		Resp. Agency	Schedule
1.1	Contract management, fiscal accounting and reporting.	SRTA	Jul 2022 – Jun 2024
Task 2:	Consultant Procurement		
Task/Activity		Resp. Agency	Schedule
2.1	RFP and consultant contracting.	SRTA	Nov 2023 – Apr 2024
Task 3:	Governance Structure		
Task/Activity		Resp. Agency	Schedule
3.1	Evaluation of transportation governance structure between partner agencies in the North State and Caltrans.	SRTA & Consultant	Aug 2021 – June 2024
Task 4:	Bus Enhancements		
Task/Activity		Resp. Agency	Schedule
4.1	Plan for the implementation of improved bus connections, with greater emphasis on coordination between 101 and I-5 corridors, including needs assessments for zero emission vehicles and refueling infrastructure to comply with the Innovative Clean Transit rule requirements.	SRTA & Caltrans	Nov 2021 – June 2024
Task 5:	Passenger Rail Opportunities		
Task/Activity		Resp. Agency	Schedule
5.1	Feasibility assessment of daytime passenger rail.	SRTA	March 2022 – Jun 2024
Task 6:	Public Outreach & Community Engagement		
Task/Activity		Resp. Agency	Schedule
6.1	Plan and conduct public workshops and other outreach strategies to gather public input about proposed service and changes.	SRTA	Oct 2021 – Jun 2024
Task 7:	Partner Coordination		
Task/Activity		Resp. Agency	Schedule
7.1	Meetings with regional stakeholders to move the planned improvements into realistic outcomes.	SRTA & Caltrans	Oct 2021 – Jun 2024
Task 8:	Draft and Final Plan		
Task/Activity		Resp. Agency	Schedule
8.1	Draft plan based on community and partner comments and Caltrans review.	SRTA	Nov 2023 – March 2024
Task 9:	Board Review/Approval		
Task/Activity		Resp. Agency	Schedule
9.1	SRTA Board of Directors' approval of final North State Intercity Bus to Rail Plan.	SRTA & Consultant	Dec 2023 – June 2024

WORK ELEMENT 707.11			Pit River Tribe Long-Range Transportation Plan Update			
Agency:	SRTA	Total Budget (FY 2023/24):	\$150,627			
ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE						
Staff Allocations and Funding Requirements	FY 2021/22					
	Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	Caltrans Sustainable Transportation Planning Grant	Pit River Tribe Local Cash Match	LTF (SRTA is not charging the grant for admin staff time)	
SRTA						
Personnel	\$ 702	\$ 1,299			\$ 2,001	
Services & Supplies						
Human Resources						
Pit River Tribe Local Cash Match	\$ 19,299	No indirect per grant agreement		\$ 19,299		
Consultant (tbd)	\$ 129,327		\$ 129,327			
TOTAL:	\$ 149,328	\$ 1,299	\$ 129,327	\$ 19,299	\$ 2,001	
Previous Accomplishments						
This is a new work element.						
Objective						
- Review the existing transportation system and identify those elements that are important to the Tribe. - Identify the public roads within the Road Inventory Field Data System (RIFDS) within Tribal jurisdiction. - Conduct field studies and collect data to assess Tribal transportation needs. - Engage Tribal members, Caltrans, and other local, regional, and federal agencies in the planning process for public input. - Perform transportation engineering and planning evaluations to identify existing and future needs of the roadway network as well as other multimodal transportation. - Develop a plan for improvements to the overall transportation system that are necessary to meet the existing and future transportation needs within the study area. - Identify needed transportation system improvement projects, establish Tribal priorities, and determine a reasonable implementation time frame. - Establish a continuous planning process for transportation systems on Tribal lands.						
Discussion						
This work element was created to enable the Pit River Tribe to receive state grant funds. SRTA is providing in-kind grant administration, including the review and processing of invoices for reimbursement. Reasonable technical support may also be provided upon request.						
Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives						
The PRT LRTP will support intergovernmental planning and coordination - a core activity required of MPOs.						
Deliverables (anticipated delivery date)						
Consultant procurement (Nov 2022). Advisory group roster and public outreach plan (Dec 2022)						
Task 01:	Project Administration					
Task/Activity				Resp. Agency	Schedule	
0.1	The Tribe will conduct an initiation meeting with Caltrans district staff to discuss grant procedures and project expectations, including invoicing, quarterly progress reports, along with relevant project information.			Pit River Tribe w/ SRTA support	May 2022-Feb 2025	
0.2	The Tribe will submit quarterly project reports and fiscal reports to Caltrans district staff to provide a summary of project progress and grant/local match expenditures.			Pit River Tribe		
0.3	The Tribe will submit complete invoice packages to Caltrans district staff (at least quarterly, but no more frequently than monthly).			Pit River Tribe		
Task 02:	Consultant Procurement					
Task/Activity				Resp. Agency	Schedule	
0.1	The Tribe will prepare a Request for Proposals (RFP) to solicit a consultant team to develop the Tribal LRTP. The procurement process will be consistent with the standards and procedures established by Caltrans for these projects. The RFP will be distributed to qualified organizations.			Pit River Tribe	Jun 2022-Nov 2022	
0.2	The Tribe will conduct a review of the proposals received. The Tribe will make the final approval of the selected consultant and execute signed contracts.			Pit River Tribe		
0.3	The Tribe will conduct an initiation meeting with the selected consultant to discuss project expectations, including invoicing, expected deliverables, and other releve project information. Caltrans district staff will be invited to participate.			Pit River Tribe		
Task 1:	Advisory Group					
Task/Activity				Resp. Agency	Schedule	
1.1	The Tribe will designate a staff member for project oversight and operations. Recurrent project team meetings will be held to ensure good communication and orderly progress on all upcoming tasks. Consultants will be included in meetings after they are selected. Caltrans district staff will be invited to participate in project team meetings.			Pit River Tribe	Jul 2022-Jan 2025	
1.2	The Tribe will convene an advisory group for project guidance and meet at least three times throughout the course of the project. Participants will include members from the Tribal Council, staff from local and regional agencies, and other stakeholders that reflect community perspectives. Caltrans district staff will be invited to participate. The advisory group will identify key stakeholders to engage, important sensitivities to consider, and pertinent background information regarding the conditions, history, and needs of the community. The Advisory Group will determine strategies for engaging all segments of the community and maximizing participation at public events.			Pit River Tribe		
Task 2:	Existing Conditions					
Task/Activity				Resp. Agency	Schedule	
2.1	The selected consultant will work with the Tribe, appropriate agencies, and other sources to compile and organize available information on existing conditions for the project area to be used to guide preparation of the Tribal LRTP. This information may include but is not limited to: Tribal background; existing roadway inventory (data provided by Tribe) within the Tribal Transportation Program (TTP); other travel modes such as transit, pedestrian, and bike facilities; traffic data; crash data; existing and planned land uses both on Tribal lands and within surrounding areas. The consultant will then prepare an existing conditions report for use at meetings and public events.			Pit River Tribe	Aug 2022-Nov 2024	

Note: Match requirement noted here for RFR purposes only (not included in budget)

Note: Match requirement noted here for RFR purposes only (not included in budget)

Continued next page

Task 3:		Public Outreach			
Task/Activity			Resp. Agency	Schedule	
3.1	The Tribe, in coordination with the advisory group and consultant, will prepare an outreach plan to inform the community about the project and upcoming community events. The Tribe will distribute materials publicizing events to maximize participation and positive input. Due to the current COVID-19 environment, these activities are envisioned to be held virtually at accessible times until further notice. Should conditions improve, in-person events may be held with appropriate social distancing measures. The Tribe will arrange facilities and food (in accord with grant guidelines for eligible snack and refreshment expenses) for all in-person events.		Pit River Tribe & Consultant	Nov 2022- Nov 2024	
3.2	The Tribe, in coordination with the advisory group and consultant, will prepare a community survey to assess Tribal members' priorities regarding transportation needs such as maintenance/repair of existing roads, improved traffic safety, upgraded bike facilities, expanded transit services, sidewalk construction/repair, etc. The survey will be distributed online and in appropriate community forums to maximize public involvement.		Pit River Tribe & Consultant		
3.3	The consultant, in coordination with the Tribe and advisory group, will prepare the Community Workshop #1 PowerPoint presentation to introduce concepts and objectives of the Tribal LRTP. It will review the findings of the existing conditions report and community survey results. Based on these findings, this workshop will introduce priority transportation improvement projects. Tribal members, Caltrans district staff, and identified stakeholders will be invited to participate and provide feedback.		Pit River Tribe & Consultant		
3.4	The consultant, in coordination with the Tribe and advisory group, will prepare the Community Workshop #2 PowerPoint presentation to present the draft outline for the Tribal LRTP to be prepared in Task 4.1. Tribal members, Caltrans district staff, and identified stakeholders will be invited to participate and provide feedback. The provided comments will be considered in preparation of the draft Tribal LRTP in Task 4.2.		Pit River Tribe & Consultant		
3.5	The consultant, in coordination with the Tribe and advisory group, will prepare the Community Workshop #3 PowerPoint presentation to present the draft Tribal LRTP to be prepared in Task 4.2. Tribal members, Caltrans district staff, and identified stakeholders will be invited to participate and provide feedback. The provided comments will be considered in preparation of the final draft Tribal LRTP in Task 4.3.		Pit River Tribe & Consultant		
Task 4:		Draft and Final Plan			
Task/Activity			Resp. Agency	Schedule	
4.1	The consultant will review community input from Community Workshop #1 in Task 3.3. Based on the existing conditions report and the received feedback, the consultant will develop a draft outline for the Tribal LRTP with a list of priority transportation improvement projects for the Tribe. The draft outline for the Tribal LRTP will be submitted for review by the appropriate members of the project team, Caltrans staff, and advisory group before being presented in Community Workshop #2 in Task 3.4.		Consultant	Mar 2023- Feb 2025	
4.2	The consultant will prepare any analysis necessary to determine the potential impacts of the priority transportation improvement projects identified in the draft outline of the Tribal LRTP. The consultant will prepare a draft Tribal LRTP based on the analysis results and community input from Community Workshop #2 in Task 3.4 detailing their analysis, findings, and conclusions. The consultant will review and identify potential funding sources for future implementation of the priority project list. The draft LRTP will be suitably documented with appropriate text, tabular, graphic, and appendix materials. The draft Tribal LRTP will be submitted for review by the appropriate members of the project team, Caltrans staff, and advisory group before being presented in Community Workshop #3 in Task 3.5.		Consultant		
4.3	The consultant, in coordination with the Tribe and advisory group, will prepare a final draft Tribal LRTP based on the community input from Community Workshop #3 in Task 3.5 and resolve any remaining issues. The final draft LRTP will be suitably documented with appropriate text, tabular, graphic, and appendix materials. The consultant will circulate the final draft LRTP to the project team, Caltrans staff, and the advisory group for feedback.		Pit River Tribe & Consultant		
4.4	The consultant will make final revisions to the document based on project team, Caltrans staff, and advisory group input. Based on the project findings, the final LRTP will provide recommendations for implementation of the Tribal LRTP, including submittal to the Pit River Tribal Council, submittal to the BIA, and developing a Tribal Transportation Improvement Program (TTIP) for the priority transportation improvement projects. The final LRTP will be suitably documented with appropriate text, tabular, graphic, and appendix materials. The project team will submit both hard copies and electronic copies of the final document to Caltrans, and credit Caltrans for its financial contribution on the cover of the report.		Consultant		
Task 5:		Tribal Council Review/Approval			
Task/Activity			Resp. Agency	Schedule	
5.1	The project team, in coordination with the consultant, will present the final Tribal LRTP at a Pit River Tribal Council meeting.		Pit River Tribe & Consultant	Oct 2023- Feb 2025	
5.2	The Tribal Council will prepare and approve a Tribal Council resolution to formally adopt the final Tribal LRTP.		Pit River Tribe		

Agency:

SRTA

Total Budget (FY 2023/24):

\$74,722

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24						
	Expenditures		Revenue by Fund Source (\$)				
	Direct	Indirect	FHWA PL	FHWA PL Toll Credits*	Total FHWA PL	LTF	REAP 2.0 Funds
SRTA							
Personnel	\$ 25,857	\$ 47,845				\$ 8,454	\$ 65,248
Services & Supplies	\$ 400					\$ 400	\$ -
Human Resources	\$ 621					\$ 621	\$ -
						\$ -	\$ -
Applicant Projects (TBD)	\$ -					\$ -	\$ -
						\$ -	\$ -
TOTAL:	\$ 26,877	\$ 47,845	\$ -	\$ -	\$ -	\$ 9,474	\$ 65,248

*Toll Credits are shown for matching purposes only and are not considered revenue

Prior Fiscal Year Work

Performed public outreach and engagement, developed call for projects, issued call for projects, selected potential projects for funding via suballocation (contingent upon award), developed, and submitted grant application to HCD.

Objective

Fund transformative planning and implementation activities that meet California and regional housing goals, state equity goals, reduce vehicle miles traveled (VMT) per capita, and advance implementation of SRTA's Sustainable Communities Strategy (SCS) component of the Regional Transportation Plan (RTP).

Discussion

This work element is funded by the California Department of Housing and Community Development (HCD). The funds are being directly allocated to the state's metropolitan planning organizations (MPOs). SRTA will request funds by submitting an application of eligible projects. SRTA can apply for up to \$2,243,909. SRTA may submit projects to manage or suballocate funds to projects that will be managed by eligible entities. Entities eligible for the purpose of suballocation include counties, cities, cities and counties, transit agencies or districts, county transportation agencies, Tribal Entities, community-based organizations, Public Housing Authorities, academic institutions, developers of affordable housing, or a regional Housing Trust Fund. This effort will be helpful to have more Housing options and affordability in mixed-use neighborhoods with different transportation options like walking, cycling, and transit.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Result of this effort will implement the Sustainable Communities Strategy of the RTP, accomplish the goals of the state rail plan, the state intercity bus study, state housing goals, and may lead to projects that support achievement of federal performance measures (PM1, PM2, and PM3).

Deliverables (anticipated delivery date)

Completion of planning and/or implementation projects (June 2026).

Task 1:	Project Administration		
Task/Activity		Resp. Agency	Schedule
1.1	Contract management, fiscal accounting and reporting.	SRTA	Aug 2022 - June 2026
1.2	Project development, outreach, development of call for projects, and submittal of applications to HCD		Aug 2022 - Feb 2023
Task 2:	Applicant Project(s) (TBD)		
Task/Activity		Resp. Agency	Schedule
2.1	Projects submitted for review by HCD. Expect final approval by April 2023. Will update projects once funding is approved.	Local Agency or Private firm	Feb 2023 - Mar 2026

WORK ELEMENT 708.03	Transportation Development Act Management
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Agency:	SRTA	Total Budget (FY 2023/24):	#####
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ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE
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Staff Allocations and Funding Requirements	FY 2023/24		
	Expenditures	Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	LTF
Personnel	\$34,255	\$63,385	\$ 97,640
Services & Supplies	\$ 500		\$ 500
Human Resources	\$ 822		\$ 822
Consultant Services (Financial Audit)	\$ 4,815		\$ 4,815
Consultant Services (Triennial Audit) (none this FY)	\$ -		\$ -
Consultant Services (Technical/outreach toward TNA (Task #2))	\$ 5,000		\$ 5,000
TOTAL:	\$45,392	\$63,385	\$ 108,777

Prior Fiscal Year Work

Preparation, adoption, and administration of Transportation Development Act (TDA) budget and associated fiscal auditing of expenditures. Produced and distributed 2022/23 Transit Needs Assessment and Unmet Transit Needs processes. Organized, held and supported Social Services Transportation Advisory Council (SSTAC) regular, as well as special meetings.

Objective

To administer the allocation of funds from the Local Transportation Fund (LTF) and State Transit Assistance (STA) to member entities. To provide a forum for input on public transit service and its connections. To administer the annual Unmet Transit Needs Process required under TDA in order to be able to use LTF for local streets and roads.

Discussion

SRTA is the designated recipient and responsible administrator of TDA funds. LTF and STA help fund transit, bicycle and pedestrian, and road projects. SRTA distributes funds to local claimants and ensures that fiscal audits and other requirements are performed in accordance to TDA law.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives
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TDA funds are generated locally and administered by the state of California. As a recipient of TDA funds, the following tasks are required to ensure the appropriate, effective, and efficient use of TDA funds.

Deliverables (anticipated delivery date)

1) Transit Needs Assessment (Nov 2023 - Feb 2024); 2) Unmet Transit Needs findings (April 2024); 3) TDA budget (April 2024); and 4) SSTAC regularly-scheduled meetings (September 2023 and March 2024).

Task 1:	TDA Administration		
Task/Activity		Resp. Agency	Schedule
1.1	Prepare LTF and STA Findings of Apportionment.	SRTA	Feb 2023
1.2	Review LTF and STA claims submitted by claimants including associated technical assistance needed for adequate and proper reporting.		May-June 2023
1.3	Review statutes, rules, and regulations, and pending legislation pertinent to transit and transit funding.		Ongoing
1.4	Organize and support Social Services Transportation Advisory Council (SSTAC).		Jul 2023 - Jun 2024
1.5	Prepare audits as required under the TDA.		Sept – Oct 2023
1.6	Engage independent auditor.		
1.7	Prepare claims for Board of Directors approval.		Jun 2024
1.8	Claim scheduling and payment.		Jun 2024
1.9	Perform TDA fund accounting.		Monthly
Task 2:	Annual Transit Needs Assessment		
Task/Activity		Resp. Agency	Schedule
2.1	Review prior year Transit Needs Assessment; solicit public input (comments, surveys, interviews, etc.); collect transit data and reports, perform farebox analysis, and conduct CTSA performance analysis; prepare data for inclusion in draft document, update tables, and information.	SRTA	Oct 2023 - Jan 2024
2.2	Receive, review, and summarize data from transit providers for the Transit Needs Assessment, including but not limited to: ridership information; service hours and route information; productivity improvements; and public/rider feedback received. Conduct transit scenario planning utilizing data collected and public input. Evaluate potential performance of scenarios. Identify any scenarios that may be reasonable.		
2.3	Provide draft document to transit operators, CTSA, and SSTAC for review; revise and prepare final draft for public comment and adoption.		Feb 2024
2.4	Prepare staff report and presentation for SRTA Board of Directors/public hearing.		Feb 2024
2.5	SSTAC to consider at their regularly-scheduled March meeting to provide SSTAC recommendation on unmet transit needs.		Mar 2024
2.6	Present staff and SSTAC unmet transit needs recommendations, including resolution, to SRTA Board of Directors for approval.		Apr 2024
2.7	Submit final document to Caltrans for acceptance.		Jun 2024

Agency:

SRTA

Total Budget (FY 2023/24):

\$75,320

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	LTF	TDA
SRTA				
Personnel	\$ 26,169	\$ 48,423	\$ 74,592	\$ -
Services & Supplies	\$ 100		\$ 100	\$ -
Human Resources	\$ 628		\$ 628	\$ -
TOTAL:	\$ 26,897	\$ 48,423	\$ 75,320	\$ -

Prior Fiscal Year Work

Provided funds to RABA for their administration of services. Provided oversight of funds provided to Dignity Health Connected Living (DHCL) for operation of the CTSA services, including review of monthly invoices. Worked with DHCL to develop budget for FY 2023/24. Prepared and executed CTSA ridership agreement between DHCL, RABA and SRTA in 2021. Extended SRTA/DHCL agreement for specialized transportation services.

Objective

To support the cost-effective delivery of high quality public transportation services.

Discussion

SRTA is the designated recipient and responsible administrator of Transportation Development Act (TDA) funds. SRTA provides general oversight to ensure the most effective, efficient, and transparent use of TDA funds. The city of Redding performs Redding Area Bus Authority (RABA) administration. The county of Shasta contracts with RABA to provide Burney Express service. SRTA administers Consolidated Transportation Services Agency (CTSA) transportation, while Dignity Health Connected Living (DHCL - formerly Shasta Senior Nutrition Program) provides CTSA transportation services under agreement with SRTA. SRTA issued a new CTSA service agreement July 2017 to DHCL for up to five years, with an option to extend up to five years. SRTA is responsible for updating CTSA policies and procedures.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

TDA funds are generated locally and administered by the state of California. As a recipient of TDA funds, the following tasks are required to ensure the appropriate, effective, and efficient use of TDA funds.

Deliverables (anticipated delivery date)

Approved invoices. Budget for subsequent year and performance standards (Jun 2024).

Task 1: RABA Administration		Resp. Agency	Schedule
Task/Activity			
1.1	RABA administration, management and operations.	Redding/ Shasta County	Jul 2023 – Jun 2024
Task 2: CTSA Administration		Resp. Agency	Schedule
Task/Activity			
2.1	SRTA administration and oversight of specialized transit services, including monthly invoicing review and approval.	SRTA	Jul 2023 – Jun 2024
2.2	Periodic coordination meetings with DHCL, RABA and SRTA, as needed.		
2.3	Review and approve final FY 2024/25 CTSA budget provided by DHCL.		Feb - June 2024

WORK ELEMENT 801.01

North State Super Region (NSSR)

Agency:

SRTA

Total Budget (FY 2023/24):

\$14,125

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24				
	Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	NSSR	LTF	
SRTA					
Personnel	\$ 4,653	\$ 8,610	\$ 13,263	\$ -	
Services & Supplies	\$ 750		\$ 750	\$ -	
Human Resources	\$ 112		\$ 112	\$ -	
TOTAL:	\$ 5,515	\$ 8,610	\$ 14,125	\$ -	

Prior Fiscal Year Work

NSSR meetings held; NSSR intranet website maintained; commented on legislative and other issues of potential impact to the North State; and provided letters of support for regional projects. Invoiced contributing agencies of the NSSR.

Objective

To bolster the agency's influence on state and federal legislation, policy, and programs and other general activities potentially affecting the North State.

Discussion

The NSSR is a voluntary coalition of regional transportation planning agencies (RTPAs) and metropolitan planning organizations (MPOs) representing the sixteen-county North State region. The NSSR was organized to advocate for policies and funding that would benefit the North State; encourage interagency coordination; and spread best practices through communication and information exchange.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element is funded entirely through member dues from NSSR partners.

Deliverables (anticipated delivery date)

NSSR meeting agendas and minutes (as scheduled). Website maintenance/updates.

Task 1:	North State Super Region		
Task/Activity		Resp. Agency	Schedule
1.1	Attend and help facilitate NSSR meetings.	SRTA	2 per year
1.2	Maintain and update NSSR website as needed.		Jul – Jun (annually)

Agency:

SRTA

Total Budget (FY 2023/24):

\$

360,000

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Funded Agency	FY 2023/24			
	Revenue by Fund Source (\$)			
	Safe Streets For All	FTA 5307	TBD	TBD
City of Anderson		\$ -		\$ -
City of Redding	\$ 300,000	\$ -		\$ -
City of Shasta Lake		\$ -		\$ -
Shasta County				
Redding Area Bus Authority (RABA)		\$ 60,000		
TOTAL:	\$ 300,000	\$ 60,000	\$ -	\$ -

Prior Fiscal Year Work

N/A – New Work Element

Discussion

This is an informational work element only, requested by the FHWA to track non-CPG transportation planning projects in the region.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Activities support implementation of the regional transportation plan.

Agency	Title of Project	Description	Funds Awarded	Fund Source	Expected Completion
City of Redding	TBD	Safe Streets for All Action Plan	\$ 300,000	Safe Streets for All	TBD
RABA	Short Range Transit Plan	Five year plan for RABA services, including a fare study.	\$ 60,000	FTA 5307	TBD

WORK ELEMENT 706.03 (not included in overall budget)
RABA Short R

Agency: **SRTA** **Total Budget (FY 2018/19): \$ 60,000 *** **Estimated Budget (FY 2020/21): \$ -**

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24				FY 2021/22		
	Expenditures		Revenue by Fund Source (\$)		Expenditures		Revenue by
	Direct	Indirect	RABA (5307)*	RABA (LTF)*	Direct	Indirect	5307
SRTA							
Personnel					\$ -	\$ -	\$ -
Services & Supplies					\$ -	\$ -	\$ -
Human Resources					\$ -	\$ -	\$ -
City of Redding/Consultant	\$ 60,000		\$ 53,000	\$ 7,000			
TOTAL:	\$ 60,000	\$ -	\$ 53,000	\$ 7,000	\$ -	\$ -	\$ -

** No regional funds are included in this work element and expenditures/revenue are not included in summ*

Previous Accomplishments

This is a new work element. The last Short-Range Transit Plan (SRTTP) was completed in 2014.

Objective

To develop a five-year plan for RABA public transportation services. The plan will include a fare study to evaluate the current fare structure and to establish a new fare structure, to be implemented fare structure should align with RABA goals, including, but not limited to: creating simplicity, increasing system ridership, and increasing total fare revenues.

Discussion

RABA is the direct recipient/grantee of FTA 5307 funds. RABA will manage this project from start to finish. SRTA is including this planning project in the OWP on behalf of RABA in order to satisfy cognizant agency review and approval (FTA reviews and accepts the OWP) and for its inclusion in a publicly accessible plan and budget.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element is added to SRTA's OWP, on behalf of RABA, in order to meet grant funding requirements. Properly designed and implented public transportation services result in increased mox reducing vehicle miles traveled (VMT) and increasing system performance measures for the vehicle network. Increased public transportation usage also reduce criteria pollutants in support of Nation Standards and reduces transportation sector greenhouse gas emissions in support of California Air Resources Board-assigned regional greenhouse gas emission reduction targets.

FY 2022/23 Deliverables (anticipated delivery date)

Short Range Transit Plan (April 2023).

Task 1:		Resp. Agency
Task/Activity		
1.1	Project Administration	RABA, Consultant
1.2	Existing & Peer Fare Structures	
1.3	Alternatives Development	
1.4	Alternatives Analysis	
1.5	Public Outreach	
1.6	Title VI Analysis	
1.7	Plan Development	

Change Transit Plan

Fund Source (\$)

\$ -

any budget worksheet.

as needed. The new

requirements for

de split, thereby
ral Ambient Air Quality

Schedule

Jul 2022 - Jun 2023
Jul 2022 - Oct 2023
Aug 2022 - Dec 2023
Nov 2022 - Jan 2023
Dec 2022 - Feb 2023
Jan 2023
Feb 2022 - Apr 2023

Moved to Non-OWP Project (Use 706.08 for internal use only)
ShastaConnect Demonstration Project

Agency: SRTA Total Budget (FY 2019/20): \$ 28,618

Estimated Budget (FY 2020/21): \$ 28,618

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24						FY 2021/22			
	Expenditures		Revenue by Fund Source (\$)				Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	FHWA PL C/O	Toll Credits	Total FHWA PL C/O	LCTOP	Direct	Indirect	LTF	
SRTA										
Personnel	\$ 11,630	\$ 15,709	\$ -	\$ -	\$ -	\$ 27,339	\$ 11,630	\$ 15,709	\$ 27,339	
Services & Supplies	\$ 1,000					\$ 1,000	\$ 1,000	\$ -	\$ 1,000	
Human Resources	\$ 279					\$ 279	\$ 279	\$ -	\$ 279	
TOTAL:	\$ 12,909	\$ 15,709	\$ -	\$ -	\$ -	\$ 28,618	\$ 12,909	\$ 15,709	\$ 28,618	\$ -

Previous Accomplishments

This was a new work element started in FY 2017/18. A ridership survey was conducted to better understand rider needs; existing transit services were evaluated; potential vendors were identified; recommendations on possible transit service options were presented; a preferred solution was chosen and a business plan was adopted by the SRTA Board of Directors in February 2019. SRTA and Dignity Health Connected Living (DHCL) worked together to implement the service. SRTA staff provide project assistance and oversight, review performance, and assist with communications amongst SRTA, DHCL, and contracted vendors, as needed. Staff reports are provided to the SRTA Board of Directors regarding performance and any service recommendations. Operations started October 13, 2019, but were suspended March 31, 2020, due to COVID-19 pandemic. Additional funding was acquired to expand operations to include the cities of Shasta Lake and Anderson. The service relaunched on November 1, 2020.

Objective

To explore the potential for using on-demand transit services to meet community transportation needs and provide an initial pilot service for the region.

Discussion

Sunday transit service has been a long-standing public request and is an identified need in the Redding Area Bus Authority's (RABA) short-range transit plan and SRTA's fiscal year 2016/17 Unmet Transit Needs findings. In response to this need, the SRTA Board of Directors approved exploring this concept further by developing an implementation plan for a potential Sunday transit service demonstration project. "On-demand" transit services utilize smart phone applications, global positioning satellite (GPS) vehicle tracking, and advanced dispatch software to provide rider-responsive mobility when and where it is needed. SRTA has identified and acquired funding for the project. DHCL has partnered with SRTA to operate the services. This demonstration project is planned to operate for 24 months once it goes "live."

Product 1: Sunday Transit Service Demonstration Project Oversight

Task/Activity	Resp. Agency	Schedule
1.1 Project administration/management - Implement the business plan adopted by the SRTA Board of Directors, as well as review and approved operations invoices submitted by DHCL.	SRTA	July 2020 - December 2022
1.2 Provide oversight and support to DHCL related to the project.		
1.3 Evaluate service reports and report on performance to SRTA Board of Directors. Make recommendations on service changes as needed.		

Product 2: Sunday Transit Service Demonstration Project Implementation

Task/Activity	Resp. Agency	Schedule
2.1 Manage and run the day-to-day aspects of the new Sunday Transit Service.	DHCL	July 2020 - December 2022
2.2 Provide branding and marketing materials for the Sunday Transit Service.	SRTA/Consultant	

Moved to Non-OWP Project (use 706.09 for internal use only)

North State Intercity Bus Administration

Agency: SRTA Total Budget (FY 2018/19): \$ 190,778

Estimated Budget (FY 2020/21): \$ 90,778

ESTIMATED EXPENDITURE AND ANTICIPATED REVENUE

Staff Allocations and Funding Requirements	FY 2023/24						FY 2021/22			
	Expenditures		Revenue by Fund Source (\$)				Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	TIRCP	FHWA PL C/O	Toll Credits	Total FHWA PL C/O	Direct	Indirect	TIRCP	
SRTA										
Personnel	\$ 38,228	\$ 51,633	\$ 89,861	\$ -	\$ -	\$ -	\$ 38,228	\$ 51,633	\$ 89,861	
Services & Supplies	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Human Resources	\$ 917		\$ 917	\$ -	\$ -	\$ -	\$ 917	\$ -	\$ 917	
Consultant	\$ 100,000		\$ 100,000							
TOTAL:	\$ 139,145	\$ 51,633	\$ 190,778	\$ -	\$ -	\$ -	\$ 39,145	\$ 51,633	\$ 90,778	\$ -

Previous Accomplishments

In FY 2018/19, SRTA provided day-to-day administrative oversight for the North State Intercity Bus System and updated the annual business plan.

Objective

To provide day-to-day administrative oversight for the North State Intercity Bus project.

Discussion

Starting in fiscal year 2018/19, SRTA became the day-to-day administrative staff for the North State Intercity Bus System. The North State Intercity Bus provides public transit express services between Redding and Sacramento. The tasks and staff/consultant time under the North State Intercity bus budget are for activities that are operational in nature and cannot be funded by SRTA's planning funds. The purpose of this work element is to reflect SRTA staff and consultant time devoted to North State Intercity Bus operations. The FY 19/20 North State Intercity Bus System business plan include service plan and budget is a separate document from this OWP.

Product 1: Administration

Task/Activity	Resp. Agency	Schedule
1.1 Work with local transit systems in North State Intercity Bus System counties on operational issues for intercity bus service.	SRTA	
1.2 Develop and implement intercity transit marketing program.	SRTA	
1.3 Procurement for capital purchases and intercity transit operating expenses.	SRTA/ Consultant	
1.4 Implement budget, invoicing and reporting requirements for intercity transit operations. Update budget annually.	SRTA	
1.5 Monitor, program, maintain, and capital purchases, as needed.	SRTA	
1.6 Work with state transit and rail partners on operational issues for intercity bus service.	SRTA	
1.7 Supervise contractor on day-to-day administrative issues for North State Intercity Bus System.	SRTA	

CFO Tab

Salaries and Benefits & Indirect Costs for Reimbursment	#REF!
Consultants	#REF!
Support Services, Conferences, Marketing, etc.	#REF!

APPENDIX A – PLANNING PROCESS CERTIFICATION

FHWA & FTA METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION

FY 2022/2023 FHWA Metropolitan Transportation Planning Process Self-Certification

In accordance with 23 CFR part 450, the California Department of Transportation and Shasta Regional Transportation Agency, the designated Metropolitan Planning Organization for the Shasta County urbanized area(s), hereby certify that the transportation planning process is being carried out in accordance with all applicable requirements including:

- 1) 23 U.S.C. 134, 49 U.S.C. 5303, and subpart C of 23 CFR part 450;
- 2) In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
- 3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- 4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- 5) Section 1101(b) of the FAST Act (Pub. L. 114-94) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- 6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- 7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- 8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- 9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- 10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.



MPO Authorizing Signature

Daniel S. Little

Title

4/19/2022

Date



Caltrans District Approval Signature

District 2 Deputy Director Planning and Local Assistance

Title

5/05/2022

Date

APPENDIX B – FTA CERTIFICATION AND ASSURANCES

FEDERAL FISCAL YEAR CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS

Certifications and Assurances

Fiscal Year 2022

FEDERAL FISCAL YEAR 2022 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE PROGRAMS

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Shasta Regional Transportation Agency (MPO)

The Applicant certifies to the applicable provisions of all categories: (*check here*) X

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	_____
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	_____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____

Certifications and Assurances

Fiscal Year 2022

12 Enhanced Mobility of Seniors and Individuals with Disabilities Programs

13 State of Good Repair Grants

14 Infrastructure Finance Programs

15 Alcohol and Controlled Substances Testing

16 Rail Safety Training and Oversight

17 Demand Responsive Service

18 Interest and Financing Costs

19 Cybersecurity Certification for Rail Rolling Stock and Operations

20 Tribal Transit Programs

21 Emergency Relief Program

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

AFFIRMATION OF APPLICANT

Name of the Applicant: Shasta Regional Transportation Agency (MPO)

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

Certifications and Assurances

Fiscal Year 2022

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature Don Little

Date: 4-18-22

Name Daniel S. Little, Executive Director Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Shasta Regional Transportation Agency

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature John S. Kenny

Date: 4/7/22

Name John S. Kenny Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

APPENDIX C – DEBARMENT

CALIFORNIA DEPARTMENT OF TRANSPORTATION DEBARMENT AND SUSPENSION CERTIFICATION

Fiscal Year 2022/2023 California Department of Transportation Debarment and Suspension Certification

As required by U.S. DOT regulations on governmentwide Debarment and Suspension

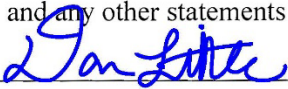
(Nonprocurement), 49 CFR 29.100:

- 1) The Applicant certifies, to the best of its knowledge and belief, that it and its contractors, subcontractors and subrecipients:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses listed in subparagraph (1)(b) of this certification; and
 - d) Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state, and local) terminated for cause or default.
- 2) The Applicant also certifies that, if Applicant later becomes aware of any information contradicting the statements of paragraph (1) above, it will promptly provide that information to the State.
- 3) If the Applicant is unable to certify to all statements in paragraphs (1) and (2) of this certification, through those means available to Applicant, including the General Services Administration's *Excluded Parties List System (EPLS)*, Applicant shall indicate so in its applications, or in the transmittal letter or message accompanying its annual certifications and assurances, and will provide a written explanation to the State.

**CALIFORNIA DEPARTMENT OF TRANSPORTATION
DEBARMENT AND SUSPENSION CERTIFICATION
FISCAL YEAR 2022/2023**

SIGNATURE PAGE

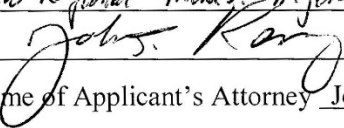
In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature  Date 4-18-22
Printed Name Daniel S. Little, Executive Director

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has the authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, these certifications and assurances have been legally made and constitute legal and binding obligations of the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances or of the performance of the described project.

AFFIRMATION OF APPLICANT'S ATTORNEY

For Shasta Regional Transit Agency (Name of Applicant)
Signature  Date 4/7/22
Printed Name of Applicant's Attorney John S. Kenny

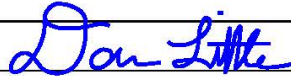
APPENDIX D – LOBBYING

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB
0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

1. Type of Federal Action: a. contract <u>b</u> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: a. bid/offer/application <u>b</u> b. initial award c. post-award	3. Report Type: a. initial filing <u>a</u> b. material change For material change only: Year _____ quarter _____ Date of last report _____
4. Name and Address of Reporting Entity: ____ Prime <u>X</u> Subawardee Tier <u>1</u> , if Known: Congressional District: District 1	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: CA Department of Transportation 1120 N. Street Sacramento, CA 95814 Congressional District: District 1	
6. Federal Department/Agency: Federal Transit Administration	7. Federal Program Name/Description: CFDA Number, if applicable: <u>20.505</u>	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ CA CPG Allocation	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> n/a	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> n/a	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Daniel S. Little</u> Title: <u>Executive Director</u> Telephone No.: <u>(530) 262-6190</u> Date: <u>4/19/22</u>	
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APPENDIX E – LIST OF FREQUENTLY USED ACRONYMS

CALTRANS – California Department of Transportation is part of the state cabinet-level California Business, Transportation and Housing Agency. Caltrans mission is to improve mobility across the state. Caltrans manages the state highway system and is actively involved with public transportation systems throughout the state.

CHTP – Coordinated Public Transit - Human Services Transportation Plan is a coordinated public-transit human-service transportation plan providing strategies for local needs. It prioritizes transportation services for funding and implementation, with an emphasis on the transportation needs of individuals with disabilities, older-adults and persons of limited means.

FHWA – Federal Highway Administration. One of the modal administrations of the U.S. Department of Transportation; among other things, responsible for the administration of FHWA planning funds program.

FTA – Federal Transit Administration. One of the modal administrations of the U.S. Department of Transportation. Provides funds for public transportation for the elderly and/or persons with disabilities. Provides financial aid for the planning and development of transit systems in both urbanized and non-urbanized areas.

FTIP – Federal Transportation Improvement Program. A four-year list of all transportation projects proposed for federal funding within the planning area of an MPO. It is developed as a requirement for funding.

GHG – Greenhouse gas. A gas that contributes to climate change by absorbing infrared radiation, e.g., carbon dioxide and chlorofluorocarbons.

GIS – Geographic Information System. A GIS is a computer system capable of capturing, storing, analyzing and displaying geographically referenced information—that is, data identified according to location.

HPMS – Highway Performance Monitoring System. The HPMS is a national level highway information system that includes data on the extent, condition, performance, use and operating characteristics of the nation's highways.

ITS – Intelligent Transportation Systems refers to information and communication technology (applied to transportation infrastructure and vehicles) that improve transportation outcomes such as transportation safety, transportation productivity, travel reliability, informed travel choices, social equity, environmental performance and network operation resilience.

MOU – Memorandum of Understanding. A legal instrument representing an agreement between governmental entities.

MPO – Metropolitan Planning Organization. An organization created by intergovernmental agreement to carry out regional transportation planning responsibilities in urbanized areas (with a population over 50,000) through an Overall Work Program (OWP). These responsibilities are

mandated by the U.S. Department of Transportation as a condition to receive federal planning funds.

OWP – Overall Work Program. An annual program of planning projects required to be accomplished by each MPO. The OWP specifies the scope of each planning element, which party to the MOU is responsible, and funding sources and amounts.

RABA – Redding Area Bus Authority. A public transit authority governed by a board of elected officials from the cities of Anderson, Redding and Shasta Lake and the County of Shasta. RABA derives its authority from a joint powers agreement between the cities and county and from a ballot measure passed in the November 1977 general election.

RTIP – Regional Transportation Improvement Program. This is a phased, multi-year program of planned transportation improvement projects arranged by priority, describing each project, funding amounts and sources and time frame. Projects nominated for funding are approved by the California Transportation Commission. The RTIP is used at the state and federal levels to compile the STIP and FTIP and assign relative priorities.

RTP – Regional Transportation Plan. A coordinated planning effort of local agencies that identifies and attempts to resolve regional transportation issues. State law requires each RTPA to prepare, adopt and submit a Regional Transportation Plan every five years.

SCS – Sustainable Communities Strategy. Senate Bill 375 (SB 375) requires all MPOs to develop an SCS. An SCS is a regional land use and transportation plan aimed at reducing GHG emissions from cars and light trucks sufficient to meet regional targets set by the California Air Resources Board.

SGA – Strategic Growth Area(s). SGAs are small geographic areas, identified by each local jurisdiction, wherein coordinated local and regional plans, programs, and investments are layered to promote job growth, increase number of households, enhance mobility options, and develop vacant and underutilized land.

SSTAC – Social Services Transportation Advisory Council. As outlined in the California Public Utilities Code Section 99238, this group advises the SRTA on transit issues, coordination of specialized transit services, the annual unmet needs recommendation and implementation of the American with Disabilities Act.

STIP – State Transportation Improvement Program. A seven-year program identifying all transportation improvement projects for which the California Transportation Commission has committed funding.

TDA – Transportation Development Act. Enacted by in 1971 by California voters, TDA provides two major funding sources for the development and support of public transportation.

TDM – Travel Demand Model. Travel forecasting models are used to predict changes in travel patterns and the utilization of the transportation system in response to changes in regional development, demographics and transportation supply.

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