



**Walla Walla Valley
Metropolitan and Sub-Regional
Transportation Planning Organization**

**Unified Planning Work Program
State Fiscal Year 2025
(July 1, 2024 through June 30, 2025)**

TAC Review Draft – May 14, 2024

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Placeholder for: SFY 2025 UPWP Unified Planning Work Program
Adoption Resolution

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Introduction

Metropolitan and regional transportation planning organizations facilitate the coordinated planning and implementation of a seamless transportation system for all users. This effort requires cooperation and close collaboration among all entities involved in implementing, maintaining, and improving individual network segments.

In the Walla Walla Valley, this facilitation responsibility is assigned to the Walla Walla Valley Metropolitan Planning Organization and Sub-Regional Transportation Planning Organization (WWVMPO/SRTPO), which includes representation from Oregon and Washington State, the Confederated Tribes of the Umatilla Indian Reservation, Valley Transit, and the Port of Walla Walla, as well as the cities and counties in the region.

Walla Walla Valley Metropolitan Planning Organization

Established on March 27, 2013, the Walla Walla Valley Metropolitan Planning Organization (WWVMPO) is a bi-state transportation planning agency located in the Walla Walla Valley region. As the federally designated MPO for an urbanized area with a population greater than 50,000, the WWVMPO carries out the **continuing, cooperative, and comprehensive (3C) multi-modal transportation planning process** that encourages and promotes the safe and efficient development, management, and operation of surface transportation systems to serve the mobility needs of people and freight, and to foster economic growth and development, while minimizing transportation-related fuel consumption and air pollution ([23 USC 134](#)).

Federal regulations require the WWVMPO to develop a regionally coordinated long-range transportation plan and short-range transportation improvement program to ensure consistency and efficient use of federal transportation funds. The bi-state MPO planning area, shown in the map on the appendix, was updated towards the end of 2023 and includes the cities of College Place, Prescott, Waitsburg, Walla Walla, and Walla Walla County as well as portions of Umatilla County.

The majority of funding for the WWVMPO is provided through transportation planning grants from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), administered and supported by the Oregon and Washington State Departments of Transportation (ODOT and WSDOT).

Walla Walla Sub-Regional Transportation Planning Organization

The Walla Walla Sub-Regional Transportation Planning Organization (SRTPO) was created by an agreement, effective July 1, 2013, between the Benton-Franklin-Walla Walla Regional Transportation Planning Organization (RTPO) and the WWVMPO, thereby making regional planning efforts with the new MPO more efficient. The SRTPO boundary, also shown in the map in the appendix, assigns all of Walla Walla County to the WWVMPO, as the area covered under the SRTPO.

The Walla Walla SRTPO activities comply with Washington State's RTPO requirements ([RCW 47.80](#)), which call for **transportation planning, at all jurisdictional levels, to be coordinated with local comprehensive plans** in order to achieve both statewide and local transportation goals.

Instead of creating a separate Policy Board and Technical Advisory Committee (TAC) for the SRTPO, the WWVMPO chose to expand the current MPO Policy Board and TAC to include additional members. Agencies participating as members of the SRTPO include the MPO members in Washington State and representatives from the cities of Prescott and Waitsburg.

State funding for the SRTPO, appropriated through WSDOT, is used to carry out the regional transportation planning activities.

Purpose and Scope of the Unified Planning Work Program

The Unified Planning Work Program (UPWP) is the tool used to direct the continuous, cooperative, and comprehensive transportation planning efforts. In the UPWP, the WWVMPO/SRTPO describes tasks necessary to meet both MPO and RTPO transportation planning requirements.

Updated annually, the UPWP describes planning tasks and products anticipated for the subsequent state fiscal year, along with information on the associated budget, responsible lead agency, and completion date. All listed activities in this UPWP are to be accomplished in state fiscal year (SFY) 2025, which covers the period of July 1, 2024 through June 30, 2025.

Created in cooperation with member entities, the tasks identified in the UPWP are consistent with the regional transportation goals and objectives identified in the current **Metropolitan and Regional Transportation - 2045 Plan**.

The development and implementation of the UPWP is one of several transportation planning requirements that must be fulfilled in order for regional transportation projects to be eligible for federal funding.

Integrated Planning

Federal Legislative Mandate

The **Infrastructure Investment and Jobs Act (IIJA)**, was signed into law on November 15, 2021. The IIJA continues the emphasis on performance-based planning. The majority of federal metropolitan transportation planning requirements are contained in Title 23 of the United States Code (USC) Section 134, 49 USC 5303, and Title 23 of the Code of Federal Regulations (CFR) Part 450 Subpart C.

Increasing Safe and Accessible Transportation Options:

IIJA requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)]

Planning Factors

The IIJA lists ten federal planning factors (codified in [23 USC 134 \(h\)\(1\)](#) and [23 CFR 450.306](#)) that must be considered as part of the metropolitan planning process:

- ◆ 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 transportation 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 operations;
- ◆ Emphasize the **preservation** of the existing transportation system
- ◆ Improve the **resiliency** and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- ◆ Enhance travel and **tourism**.

MPO Core Functions

National policy sets forth the six core functions the WWVMPO/SRTPO performs –

- ◆ Establish a setting for effective decision-making;
- ◆ Identify and evaluate transportation improvement options;
- ◆ Prepare and maintain a Metropolitan Transportation Plan (MTP);
- ◆ Develop a Transportation Improvement Program (TIP);
- ◆ Identify performance measure targets and monitor whether projects make progress towards achieving targets; and
- ◆ Involve the public.

RTPO Legislative Mandate

The WWVMPO/SRTPO also has certain RTPO duties, which are described in RCW 47.80.023 –

- ◆ Prepare a regional transportation strategy that considers alternative modes and transportation demand management as well as includes preferred transportation policies to implement adopted growth strategies;
- ◆ Prepare a regional transportation plan (RTP) that is consistent with the regional transportation strategy, countywide policies, comprehensive plans, and with state transportation plans;
- ◆ Certify transportation elements of county and city comprehensive plans within the region;
- ◆ Certify that countywide planning policies and the regional transportation plan are consistent;
- ◆ Undertake the cooperative development of a six-year regional transportation improvement program;
- ◆ Work with cities, counties, transit agencies, the department of transportation, and others to develop level of service standards or alternative transportation performance measures;
- ◆ Review the level of service methodologies used by cities and counties to promote the consistent regional evaluation of transportation facilities and corridors;
- ◆ Every four years, submit a Coordinated Public Transportation - Human Services Transportation Plan (CPT-HSTP) and advance special needs transportation through specific opportunities and projects; and
- ◆ Submit a prioritized human services and rural transit project list every two years.

State Transportation Planning in Washington and Oregon

WSDOT guidance for the WWVMPO/SRTPO UPWP focuses on conducting transportation planning consistent with the federal requirements and state duties described in **Revised Code of Washington (RCW) 47.80** and **Washington Administrative Code (WAC) 468-86**, which implement the GMA's

Statewide Planning Goal 3 (Transportation) to “encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.”

ODOT focuses on conducting transportation planning consistent with federal requirements and state duties described in **Oregon Administrative Rule (OAR) Chapter 660, Division 12**, which implements Statewide Planning Goal 12 (Transportation) “to provide and encourage a safe, convenient and economic transportation system.”

Consistency with statewide planning is achieved through the 2045 Plan, which considers state transportation goals.

Transportation Planning Emphasis Areas

Federal Emphasis Areas

Providing joint guidance on priority UPWP emphasis areas for SFY 2025, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) would like MPOs to place a particular emphasis on tackling the climate crisis, fostering equity in the transportation planning process and outcomes, providing support for Complete Streets policies and projects, improving public outreach, accelerating project delivery timelines by starting environmental reviews earlier, improving management and sharing of transportation planning data, and improving coordination with federal agencies to support both the Strategic Highway Network (STRAHNET) and federal land management.

Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

Reduction of carbon and greenhouse gases is a priority for both FHWA and FTA, and they encourage MPOs and public transit providers to establish plans and program projects that will help address climate change and its effects. Their established goals are to reduce greenhouse gas emissions to between 50 and 52 percent of 2005 levels by 2030 and to have net-zero emissions by 2050. To achieve these levels, transportation systems should be designed to be sustainable and effective for all users, single-occupancy vehicle trips should be reduced, alternative fuels should be explored, transportation system vulnerabilities should be examined and addressed, and public transportation should be expanded and improved. The WWVMPO/SRTPO researches these high-priority topics in preparation for projects and plans and collaborates with many different partners to increase regional understanding and explore potential projects. These efforts can be found in Task 15.

Equity and Justice⁴⁰ in Transportation Planning

The FHWA and FTA would like MPOs, State DOTs, and public transportation providers to use six strategies to ensure that transportation plans and programmed projects reflect the needs and input of all members within a community or region. These six strategies are:

- ◆ Improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities
- ◆ Plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management
- ◆ Reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors
- ◆ Offer reduced public transportation fares as appropriate
- ◆ Target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services

- ◆ Consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations

Executive Orders 13985, 14008, and M-21-28

To make transportation systems equitable they must treat all of their users fairly, justly, and impartially in a consistent and systematic way, including users from underserved communities that have historically been denied this equitable treatment. In order to help create these conditions, 40 percent of all federal investments need to go towards improving conditions in disadvantaged communities. The FHWA and FTA seek compliance with these federal mandates among all MPOs, State DOTs, and public transportation service providers. The WWVMPO/SRTPO, through their Public Participation and Title VI Plans, has established guidelines for the fair and equitable treatment of all people. Environmental justice analysis is also a component of the WWVMPO/SRTPO's 2045 Plan.

Complete Streets

Complete Streets policies establish a framework for road networks that are safe for all users. FHWA and FTA acknowledge that each region and locality is unique, and they encourage State DOTs, MPOs, and public transportation providers to assemble policies, rules, and procedures that improve the safety outcomes of the transportation system. Through Transportation Improvement Board (TIB) funding tied to Complete Streets, WSDOT encourages local agencies to adopt Complete Streets ordinances. College Place, Waitsburg, Walla Walla, and Walla Walla County have all established Complete Streets policies through either resolution or ordinance, and the WWVMPO/SRTPO actively promotes and supports the regionwide application of Complete Streets principles and related projects.

Public Involvement

The FHWA and FTA encourage MPOs, State DOTs, and public transportation providers to continually engage with and involve the public in their decision-making processes. COVID-19's communication challenges revealed many new tools and opportunities to improve public outreach. In SFY 2024, the WWVMPO/SRTPO adopted the Public Participation Plan (PPP).

Strategic Highway Network and U.S. Department of Defense Coordination

FHWA and FTA would like MPOs and State DOTs to coordinate transportation planning and programming with the U.S. Department of Defense (DOD) in order to improve the Strategic Highway Network (STRAHNET) for national and civil defense, as well as for emergency response. Many of the STRAHNET routes also double as important networks for the movement of people and goods. The WWVMPO/SRTPO's planning area does not include any roadways on the STRAHNET network.

Federal Land Management Agency Coordination

There are four Federal Land Management Agencies – the Bureau of Land Management (BLM), the U.S. Fish and Wildlife Service (FWS), the U.S. Department of the Interior, and the National Park Service. FHWA and FTA stress the importance of including these agencies when coordinating plans and projects to improve access and transportation near or on federal lands. The WWVMPO/SRTPO has and will continue to work with these federal agencies on transportation improvements and plans. The most recent example of this was in 2021 when the WWVMPO/SRTPO assisted the FWS on a Federal Lands Access Program (FLAP) grant application for the Tri-County Trail Connect (TCTC) project which was approved for programming.

Planning and Environment Linkages

Planning and Environment Linkages, or PEL, is an approach that FHWA and FTA use to get a head start on the environmental review process for projects by tackling issues ahead of time and helping to streamline project deliveries. WSDOT and the WWVMPO/SRTPO recommend using PEL studies on large transportation improvement projects with environmental considerations.

Data in Transportation Planning

Critical to improving policies, decision making, and the efficient use of resources at all levels, FHWA and FTA promote data management and sharing across organizations. The WWVMPO/SRTPO maintains up-to-date datasets across a wide range of areas and frequently shares these with partner agencies.

State Emphasis Areas

Providing state guidance on priority work program emphasis areas for SFY 2025, the following topics have been identified by WSDOT as areas of particular focus for both MPOs and RTPOs.

Administrative Considerations

In order to improve the efficiency of all transportation planning organizations, WSDOT has suggested that MPOs and RTPOs make their governing documents available on their websites. The WWVMPO/SRTPO has placed all governing documents on their [website](#) and regularly shares other organizational documents like Requests for Proposals with other planning partners.

Another suggestion for SFY 2025 UPWPs is to look for ways to make the planning process more inclusive to members of historically underrepresented groups. WWVMPO/SRTPO completed the public participation plan in SFY 2024 and it included strategies to include a target outreach to under-representative groups such as minority, low-income, and limited English proficiency population.

The WSDOT Tribal and Regional Integrated Planning Office (TRIP) will assess, analyze, and potentially adjust the duties of RTPOs as found in RCW 47.80. The WWVMPO/SRTPO will be working closely with WSDOT to make sure that we aligned on what is expected of RTPOs as well as identify areas where RTPOs can more effectively enhance regional transportation planning.

Planning Collaboration

Recognizing the value of state and local partnership, the WSDOT encourages active participation in statewide planning efforts with respect to the various statewide modal and long-range transportation plans. To that effect, the WWVMPO/SRTPO will continue to set aside time and staff resources during SFY 2025 to work on the collaborative development and review of these statewide planning documents, as well as to participate in other transportation planning coordination opportunities.

Budget

Along with a close accounting of expenses, WSDOT would also like MPOs to clearly delineate their planned and expected revenue figures in their UPWPs. This is expected to include rollover, match, and all other federal funding that may be used, preferably separated in a table by fund type. The WWVMPO/SRTPO has provided a breakdown of all revenues by source and all expenditures by task, in the [Revenues and Expenditures](#) section of this document.

Regional Emphasis Areas





Implementation of 2045 Plan Vision, Goals, and Objectives




Collectively, WWVMPPO/SRTPO member entities, stakeholders, and the public defined the community's vision, goals, and objectives, which guide all transportation policy and investment decisions in the region.

A VISION OF "MOBILITY FOR ALL USERS"

ENHANCE THE SAFETY, CONNECTIVITY, AND CONDITION OF OUR TRANSPORTATION SYSTEM,
AND PROVIDE MOBILITY FOR ALL USERS
– TO ENRICH QUALITY OF LIFE AND TO BE CONSISTENT WITH COMMUNITY CHARACTER.

Adopted alongside the 2045 Plan vision, the following regional goals and objectives will guide the projects, strategies, and services that are chosen to improve transportation in the Walla Walla Valley. Focused public outreach and interviews with key stakeholders helped determine the relative importance of each one of the goals, which are shown from highest to lowest importance:

Goal Area	Objectives
Safety 	<i>Protect all transportation users from unintentional harm</i> <ul style="list-style-type: none"> – Include safety countermeasures to alleviate fatality and serious injury hot spots and barriers to safe routes to schools. – Improve horizontal and vertical alignment or sight distance. – Improve design or add safety features (transit bus pullout, pedestrian crossing, buffer area, lighting, etc.). – Incorporate proactive safety and design elements identified in a safety audit/plan.
Preservation and Infrastructure Condition 	<i>Preserve and improve transportation infrastructure conditions</i> <ul style="list-style-type: none"> – Increase the condition rating of a bridge (deck, superstructure, substructure, culvert). – Increase the pavement condition rating. – Mitigate known maintenance or condition issues. – Improve curb ramps, sidewalks, and crosswalks to meet ADA requirements.
Accessibility and Mobility 	<i>Add walking and rolling options, improve equitable access, and foster a livable community</i> <ul style="list-style-type: none"> – Incorporate a sidewalk on at least one side of the roadway. – Incorporate bike lanes for each direction or provide a separate facility to reduce rider stress (from ADT, posted speeds). – Remove barriers for pedestrians, cyclists, or people with disabilities. – Improve access for Environmental Justice populations (low income or minority) with a focus on community activity and employment centers.
Integration and Connectivity 	<i>Support and connect all transportation modes</i> <ul style="list-style-type: none"> – Close infrastructure gaps. – Improve a regionally significant corridor. – Include multi-modal elements (sidewalk, bicycle, carpool, vanpool, park-and-ride, or transit component, etc.). – Improve connections to resolve legacy issues (multi-modal, redundancy, efficiency).

Goal Area	Objectives
Resiliency and Reliability 	<i>Improve travel reliability and reduce natural disaster impacts</i> <ul style="list-style-type: none"> – Protect from potential impacts from natural disasters. – Improve Travel Time Reliability and existing or forecasted congestion. – Reduce or mitigate stormwater impacts to surface transportation.
Economic Vitality 	<i>Support freight and economic growth</i> <ul style="list-style-type: none"> – Improve major routes between significant residential, commercial, or industrial sites. – Support regional freight movement (state- or locally designated freight route). – Provide direct access to a major activity or employment center.
Stewardship  	<i>Conserve energy, protect environment, and improve the quality of life</i> <ul style="list-style-type: none"> – Provide consistency with planned growth and economic development. – Use human-scale design to make transportation infrastructure approachable. – Improve air quality by promoting opportunities to reduce greenhouse gas emissions and single occupancy vehicle (SOV) travel. – Avoid impacts to environmentally sensitive areas.
Security 	<i>Protect all transportation users from intentional harm</i> <ul style="list-style-type: none"> – Include design elements to harden infrastructure and protect transportation system users from sources of intentional harm. – Support emergency preparedness and response.
Efficient System Management and Operations 	<i>Promote and increase transportation system efficiency</i> <ul style="list-style-type: none"> – Align transportation improvements with land use and functional context for all modes of transportation. – Improve operational efficiency (channelization, integrated traffic control, multi-modal components, etc.). – Include access management elements (raised medians, reduced number of driveways, turn restrictions, etc.).
Travel and Tourism 	<i>Focus on regional benefits and integrate transportation across jurisdictions</i> <ul style="list-style-type: none"> – Include "place-making" elements (lighting, benches, plazas, public art, etc.). – Enhance the travel experience (wayfinding signage, activated hazard warnings, Intelligent Transportation System (ITS) - Traveler Information, etc.). – Keep design consistent with the nearby urban or rural aesthetics.

Implementation of Policy and Action Recommendations

The 2045 Plan specifically lists recommendations supportive of the regional vision and goals. SFY 2025 planning efforts are particularly focused on the following policies and actions:¹

UNIVERSAL POLICY

CONSIDER SAFETY AND ACCESS –

FOR PEDESTRIANS, BICYCLISTS, PERSONS WITH DISABILITIES, TRANSIT VEHICLES AND RIDERS, MOTORISTS, EMERGENCY RESPONDERS, FREIGHT HAULERS, AND RESIDENTS OF ALL AGES AND ABILITIES

– IN EVERY PLANNING AND PROJECT DECISION.

¹ For a complete list of all Policy and Action Recommendations, please refer to the [2045 Plan](#).

Walk, Bike, and Roll

- ◆ **Ongoing:** Collection of regionwide walking and biking activity data.
- ◆ Utilize previous public input to create a detailed inventory of pedestrian infrastructure networks while also determining how to best assess the condition of that infrastructure.
- ◆ Promote initiatives, such as focused public outreach, education campaigns, or speed limit studies, to enhance the safety of the active transportation environment.
- ◆ Update the Blue Mountain Region Trails Plan. The current plan was approved by the Policy Board on February 7th, 2018.

Public Transit

- ◆ **Ongoing:** Conduct special transportation needs advocacy and outreach among local and regional councils and committees.

Roadway System

- ◆ Analyze systemic collisions and hotspot crash locations and promote implementation of applicable countermeasures.
- ◆ **In Progress:** Complete the update of the Regional Thoroughfare System Plan, which emerged as the successor to the 2005 Long-Term Arterial Plan.

Tribal Participation

On April 24, 2019, Governor Jay Inslee signed Engrossed House Bill 1584 into law, which requires RTPOs to provide an opportunity for tribes – with reservation or trust lands within the RTPO’s planning area – to participate as voting members of the RTPO. Codified as [RCW 47.80.050 \(2\)](#), every Regional Transportation Planning Organization in Washington State is to extend – no less than once every two years – an offer of tribal participation on the RTPO decision-making board.

As part of the research conducted during the development of the 2045 Plan, WWVMPO/SRTPO staff discovered that the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) had been gifted a 30-acre parcel by the Frenchtown Historical Foundation. Since then, the property has been conveyed to the U.S. Government in trust for CTUIR.

Prior to 2021, close technical coordination with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) was accomplished through membership in the Technical Advisory Committee since the study area has always included ceded ancestral lands of importance to the Tribes. Given the fact that the WWVMPO/SRTPO study area now also encompasses Tribal trust land, a formal invitation was sent to CTUIR Board of Trustees in February 2021 offering participation as a full member of the WWVMPO/SRTPO Policy Board. The CTUIR Board of Trustees accepted the invitation and their full membership in the WWVMPO was confirmed by resolution and joinder agreement in November 2021.

Public Participation

The development of the WWVMPO/SRTPO SFY 2025 Unified Planning Work Program follows the guidelines established in the 2024 update of the agency’s Public Participation Plan (PPP). Select work tasks within the UPWP will include public participation activities outlined for the related plan or program. The following table provides an overview of public participation strategies, tools, and public comment periods described in the PPP:

<i>Public Participation -Strategies, Tools, and Comment Periods</i>	<i>Committee Meetings</i>	<i>Public Meetings</i>	<i>Website</i>	<i>Documents and Publications</i>	<i>Public Notice</i>	<i>Call for Public Comments (Length)</i>	<i>Press Release</i>	<i>Mailing Lists</i>	<i>Tribal Coordination</i>
<i>Development - Metropolitan & Regional Transportation Plan</i>	x	x	x	x	x	4 weeks	x	x	x
<i>Amendment - Metropolitan & Regional Transportation Plan</i>	x	x	x	x	x	2 weeks			x
<i>Metropolitan & Regional Transportation Improvement Program</i>	x		x	x	x	2 weeks			x
<i>Annual Listing of Obligated Projects</i>	x		x	x	x	2 weeks			x
<i>Public Participation Plan</i>	x	x	x	x	x	45 days	x	x	x
<i>Human Services Transportation Plan</i>	x	x	x	x	x	2 weeks	x	x	x
<i>Unified Planning Work Program</i>	x		x						x
<i>Annual Performance & Expenditure Report</i>	x		x						x
<i>Title VI Plan</i>	x	x	x	x	x	2 weeks	x	x	x
<i>Title VI Annual Accomplishment Report</i>	x		x						x
<i>Regionally Managed Project Selection</i>	x		x						x

Public participation activities for **non-recurring and special studies** will be determined as part of the initial scoping.

Work Elements and Activities for SFY 2025

It is anticipated that the WWVMPO/SRTPO will accomplish the following UPWP tasks during SFY 2025 or, if the task continues into the next fiscal year, make significant progress towards the anticipated goal or deliverable(s). The Safe and Accessible Transportation activities include an asterisk next to the deliverables.

The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits are equitably allocated to all related activities.

Task 1 Provide Program Administration

Program administration includes ongoing agency management and operations, encompassing finance and grant reporting, communications, outreach activities relevant to WWVMPO/SRTPO projects and priorities, and agency involvement in local, state, tribal, and federal transportation policy development. Most tasks identified in this work program element are ongoing and include, but are not limited to:

- ◆ General Office and Staff Management
 - ◆ Provide clerical support, maintain office and computer hardware, and sustain software capabilities.
 - ◆ Prepare, facilitate, and document all committee, ad hoc, and public meetings.
 - ◆ Coach staff and build capacity through onsite training sessions and virtual or offsite workshops and conferences.
 - ◆ Safe Streets and Roads for All (SS4A) Grant Program.
- ◆ Fiscal and Work Program Management
 - ◆ Develop the agency's annual operating budget.
 - ◆ Prepare monthly, quarterly, and annual financial reports.
 - ◆ Monitor the Unified Planning Work Program, track progress, and amend as necessary.
 - ◆ Provide support to the accounting service provider.
- ◆ External Communications
 - ◆ Maintain content on the WWVMPO/SRTPO website.
 - ◆ Advertise public meetings and WWVMPO/SRTPO-sponsored events.
 - ◆ Communicate with media regarding current WWVMPO/SRTPO planning and policy activities.
 - ◆ Share WWVMPO/SRTPO recommendations and actions with appropriate local, state, tribal, and federal agencies, and elected officials.
 - ◆ Respond to requests from local, state, tribal, and federal staff, and officials for information on WWVMPO/SRTPO plans, policies, and programmatic priorities.
- ◆ Interagency Coordination
 - ◆ Monitor and participate in relevant local, state, tribal, and federal policy, project, or funding matters.
 - ◆ Coordinate and consult with member entity staff and elected officials, as well as other Oregon and Washington MPOs, RTPOs, and Area Commissions on Transportation related to tribal, state, regional, and local transportation projects and policies.

- ◆ Coordinate with Valley Transit, area non-profits, and private sector transportation providers on public transportation projects and policies.
- ◆ Continue tribal consultation and actively involve the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) in the development of plans and programs.
- ◆ Participate in state planning activities, such as the range of Oregon and Washington statewide transportation plans, as well as performance target setting, and other efforts.
- ◆ Legal Services for H-1B Work Visa
 - ◆ Legal services are necessary for the WWVMPO/SRTPO's Transportation Planner to acquire an H-1B work visa. A short-term work visa cost is an allowable recruiting cost under 2 CFR 200.463(d). The cost for legal services will be a fixed amount of approximately \$5,000 over two (2) separate payments in the amounts of \$500 and \$4,500 respectively.

Important Note: As an agency, the WWVMPO/SRTPO does not anticipate engaging in lobbying activities during SFY 2025. In the event that a staff member or representative engages in lobbying, only local funds - not associated with any federal or state transportation planning grants - will be used, and the related activities will be reported, as required in 31 USC 1352 and 49 CFR 20 as well as 2 CFR Part 225 Appendix B and Part 220 Appendix A.

Task Budget:	\$148,515
Deliverables:	Meeting Agendas, Materials, and Minutes; Accounts Payables, Invoices, and various Financial Records, Grant Application; etc.
Timeframe:	Ongoing
Lead:	WWVMPO/SRTPO Executive Director
Support:	WWVMPO/SRTPO Transportation Planner, Policy Board, TAC, CTUIR, ODOT, WSDOT, FHWA, and FTA.
Regulation:	23 CFR 450.300 through 450.340; WAC 468-86-010 through 468-86-160
Planning Factor:	Economic Vitality, Safety, Security, Mobility, Environment, Integration, Efficiency, Preservation, Resiliency, Tourism (as prescribed by 23 CFR 450.306 , also referred to in the "Planning Factors" Section of this document)

Task 2 Collect and Analyze Data

Data collection, analysis, maintenance, and reporting activities are necessary to sustain the WWVMPO/SRTPO decision-making process and produce relevant transportation planning products. The data is used to identify and quantify growth areas, evaluate transportation issues, propose solutions, and monitor performance. Data maintained by the WWVMPO/SRTPO is accessible to all member agencies and the public.

Data collection and analysis tasks may include the acquisition and maintenance of hardware, software, or licenses for travel demand modeling, geographic information systems, and traffic simulation applications. These activities are coordinated with ODOT, WSDOT, CTUIR, cities, counties, public transportation providers, and port districts to avoid duplication of efforts and to support statewide and regional transportation planning and programming priorities, as well as investment decisions, as called for by the performance-based planning requirements of the MAP-21 and FAST Acts. Particular emphasis is placed on data analysis and monitoring that is supportive of advancing the seven national performance areas:

- ◆ Safety
- ◆ Infrastructure condition (i.e., bridge, pavement, and transit²)
- ◆ Congestion reduction
- ◆ System reliability
- ◆ Freight movements and economic vitality
- ◆ Environmental sustainability
- ◆ Reduced project delivery delays

In addition, SFY 2025 activities will focus on the continued analysis of socio-economic forecast data, land use changes, multi-modal transportation data, and recent traffic or technology trends in support of developing the 2050 Plan (Task 8), the completion of the Regional Thoroughfare System Plan (Task 10), and the analysis of high priority transportation topics (Task 15). Following the designation of the new urban area boundaries WSDOT will work with MPOs and RTPOs to update the federal functional classification designations.

Task Budget:	\$8,880
Deliverables: *	Data for Various Studies and Planning Tasks
Due Date:	Ongoing
Lead:	WWVMPO/SRTPO Executive Director
Support:	WWVMPO/SRTPO Transportation Planner, TAC, member agency staff, ODOT, and WSDOT.
Regulation:	23 CFR 450.324 and 450.326; WAC 468-86-110
Planning Factor:	Economic Vitality, Safety, Security, Mobility, Environment, Integration, Efficiency, Preservation, Resiliency, Tourism (as prescribed by 23 CFR 450.306 , also referred to in the "Planning Factors" Section of this document)

Task 3 Develop SFY 2024 Annual Performance and Expenditure Report

The Annual Performance and Expenditure Report (APER) describes the progress made towards fulfilling the activities outlined in the previous year's Unified Planning Work Program. The APER also details associated expenses and discusses any departure from the originally proposed task budgets.

Task Budget:	\$1,270
Deliverable:	SFY 2024 Annual Performance and Expenditure Report
Due Date:	September 30, 2024
Lead:	WWVMPO/SRTPO Executive Director
Support:	WWVMPO/SRTPO Transportation Planner, TAC, ODOT, WSDOT, FHWA, and FTA
Regulation:	23 CFR 420.117
Planning Factor:	n/a

Task 4 Develop SFY 2026 Unified Planning Work Program

The Unified Planning Work Program serves as the basis for requesting federal planning funds from the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration as well as state planning funds from ODOT and WSDOT. The UPWP is also a management tool for the

² The collection of transit asset management related data will be closely coordinated with Valley Transit.

scheduling, budgeting, and monitoring of progress for listed planning activities. Developed in cooperation with its member entities, the activities identified in the WWVMPO/SRTPO UPWP are consistent with the goals and objectives identified in the Metropolitan and Regional Transportation - 2045 Plan.

Updated annually, the UPWP describes the planning activities anticipated for the new state fiscal year. High-level task descriptions are provided, along with information on the associated budget, responsible lead agency, and anticipated completion date for all related activities. The UPWP assists local, state, tribal, and federal agencies in coordinating respective transportation planning activities.

Task Budget:	\$3,810
Deliverable:	SFY 2026 Unified Planning Work Program
Due Date:	June 30, 2025
Lead:	MPO/SRTPO Executive Director
Support:	MPO/SRTPO Transportation Planner, Policy Board, TAC, CTUIR, ODOT, WSDOT, FHWA, & FTA
Approval:	FHWA and FTA
Regulation:	23 CFR 450.308
Planning Factor:	n/a

Task 5 Develop Annual Title VI Report and Update Title VI Plan

The WWVMPO/SRTPO is responsible for certifying that the agency consistently follows Title VI rules and regulations. Each year, the WWVMPO/SRTPO completes an Annual Title VI Report, which provides an overview of relevant outreach activities and accomplishments for the various programs and activities the agency administers.

Task Budget:	\$3,810
Deliverable:	Title VI Annual Report
Due Date:	August 26, 2024
Lead:	WWVMPO/SRTPO Transportation Planner
Support:	WWVMPO/SRTPO Executive Director, TAC, ODOT, WSDOT, FHWA, and FTA
Regulation:	49 CFR 21 (Guidance: FTA Circular 4702.1B)
Planning Factor:	Mobility, Environment (as prescribed by 23 CFR 450.306 , also referred to in the " Planning Factors " Section of this document)

Task 6 Complete Annual Self-Certification Review

The WWVMPO/SRTPO is responsible for certifying that the agency follows all federal transportation planning rules and regulations. Each year in conjunction with the Transportation Improvement Program (TIP) development, the WWVMPO/SRTPO completes the required self-certification. The Policy Board adopts and includes the approved certification in the submittal of the final TIP. The WWVMPO/SRTPO expects to complete the short form for the 2023 certification.

Task Budget:	\$635
Deliverable:	WWVMPO/SRTPO Self-Certification
Due Date:	October 14, 2024

Lead:	WWVMPO/SRTPO Transportation Planner
Support:	WWVMPO/SRTPO Executive Director, Policy Board, TAC, ODOT, WSDOT, FHWA, and FTA
Regulation:	23 CFR 450.336
Planning Factor:	Mobility, Environment (as prescribed by 23 CFR 450.306 , also referred to in the “ Planning Factors ” Section of this document)

Task 7 Develop 2025-2030 Metropolitan and Regional Transportation Improvement Program and 2024 Annual Listing of Obligated Projects

Federal and state regulations require the WWVMPO/SRTPO develop a short-term Transportation Improvement Program for its Metropolitan and Sub-Regional Transportation Planning Organization study areas. Federal requirements call for a four-year, fiscally constrained list of projects, whereas Washington State regulations stipulate a six-year list of projects. In lieu of producing two separate documents, the combined Walla Walla Valley Metropolitan and Regional Transportation Improvement Program (M/RTIP) is a six-year programming document, which demonstrates financial constraint for federal funds throughout the first four years of the integrated program.

The M/RTIP is derived from Washington State city and county six-year Comprehensive Transportation Programs; Oregon member entities’ Transportation System Plans; six-year Transit Development Plans, produced and adopted by the local public transportation agencies; and the project lists compiled by ODOT and WSDOT. The projects contained in the M/RTIP must also be consistent with policy and project recommendations included in the 2045 Plan, and must be designed to make progress toward achieving performance targets established in accordance with federal requirements ([23 USC 134 \(h\)\(2\)](#)). The M/RTIP is updated annually and functions as a project programming document and financial plan that identifies all federally funded and prioritized projects, as well as other transportation improvements of regional significance, regardless of their funding source.

The WWVMPO/SRTPO is also required to annually publish a list of transportation improvements, for which federal funds have been obligated in the preceding calendar year. The overview of these federal fund awards is documented in the Annual Listing of Obligated Projects (ALOP), which serves as record of project delivery and as a progress report for the purpose of providing government transparency.

Task Budget:	\$10,500
Deliverable:	2025-2030 Metropolitan and Regional Transportation Improvement Program
Due Date:	October 14, 2024
Approval:	FHWA and FTA
Deliverable:	2024 Annual Listing of Obligated Projects
Due Date:	March 31, 2025
Lead:	WWVMPO/SRTPO Transportation Planner
Support:	WWVMPO/SRTPO Executive Director, Policy Board, TAC, CTUIR, ODOT, and WSDOT
Regulation:	23 CFR 450.326 and 450.334; WAC 468-86-160
Planning Factor:	Safety, Mobility, Environment, Integration, Efficiency, Preservation (as prescribed by 23 CFR 450.306 , also referred to in the “ Planning Factors ” Section of this document)

Task 8 Develop 2050 Plan, Monitor Performance, and Provide Local Planning Assistance

The preparation of a Metropolitan Transportation Plan (MTP) is a federal requirement for urbanized areas with a population greater than 50,000; in the Walla Walla Valley, the urbanized area encompasses the cities of College Place, and Walla Walla. The Washington State Growth Management Act (GMA) establishes the requirement for the development of a Regional Transportation Plan (RTP); in the region, this requirement applies to Walla Walla County. The WWVMPO/SRTPO is responsible for meeting both the federal and state transportation planning requirements, which largely overlap. Thus, the region has combined its MTP and RTP into a single, integrated long-range plan.

Adopted on February 3, 2021, the [Walla Walla Valley Metropolitan and Regional Transportation Plan - 2045 Plan](#) offers an overview of cross-jurisdictional transportation inventories, identifies region-wide issues and existing needs, and analyzes future travel demand. The plan has drawn on previous efforts, such as the Blue Mountain Region Trails Plan, the Coordinated Public Transit - Human Services Transportation Plan, and the Rural Mobility Strategic Plan. The 2045 Plan provides a regional vision for future multi-modal transportation strategies and investments that strive to improve access and mobility throughout the entire Walla Walla Valley. In terms of roadways, the plan focuses only on those highways, county roads, and city streets that are deemed regionally significant, while also addressing pedestrian, bicycle, public transit, and intermodal freight infrastructure and services. The 2045 Plan fully integrates performance-based planning, programming, and monitoring and offers multi-modal policy, action, and project recommendations to guide regional transportation planning and programming activities.

Until the completion and adoption of the 2050 Plan, which is anticipated in February 2026, the WWVMPO/SRTPO continues to monitor the implementation of 2045 Plan policy, action, and project recommendations, and provides related policy guidance and technical assistance to its member entities. The WWVMPO/SRTPO is also prepared to process requests to amend the 2045 Plan in accordance with the adopted plan amendment procedures, regulatory requirements, financial constraint considerations, and public involvement guidelines.

Task Budget:	\$50,800
Deliverables: *	Monitoring of 2045 Plan Implementation Activities; Processing of Requests for Amendment; Assessment of System Performance; and Technical Assistance; Developing the 2050 Plan
Due Date:	February 2026 (SFY 2026) – 2050 Plan
Lead:	WWVMPO/SRTPO Executive Director
Support:	WWVMPO/SRTPO Transportation Planner, Policy Board, TAC, resource agencies, and additional member agency staff
Regulation:	23 CFR 450.324; WAC 468-86-110
Planning Factor:	Economic Vitality, Safety, Security, Mobility, Environment, Integration, Efficiency, Preservation, Resiliency, Tourism (as prescribed by 23 CFR 450.306 , also referred to in the " Planning Factors " Section of this document)

Task 9 Foster Coordinated Public Transit - Human Services Transportation Planning

The WWVMPO/SRTPO 2023-2026 Coordinated Public Transit - Human Services Transportation Plan (CPT-HSTP) was adopted in November 2022. Updated every four years, the plan identifies needs and recommends transportation improvements for individuals with special transportation needs, such as seniors, young people, individuals with lower incomes, people with disabilities, and others who depend on public transportation services. Developed as a stand-alone document, the CPT-HSTP outlines the existing transportation services, identifies how some needs are met, and acknowledges where gaps remain.

Access to essential services, such as housing, employment, health care, education, and recreation, is a particularly important function of the regional transportation system for those individuals with special transportation needs. The WWVMPO/SRTPO is actively engaged in various multi-agency and multi-jurisdictional coordination and advocacy groups, such as the Affordable Housing - Implementation Task Force, the Council on Housing, the Accessible Communities Advisory Committee, and others. In addition, the WWVMPO/SRTPO seeks out the continued dialogue with service providers, such as health-care, human-services, and housing-related agencies, as well as public and private transportation providers, whose work affects transportation users with special needs.

In support of coordinated CPT-HSTP planning, outreach, and implementation activities, the WWVMPO/SRTPO also continuously collects sociodemographic data and transportation service information.

Task Budget:	\$2,540
Deliverable:	Continued Outreach; Analysis of Needs/Service Gaps
Due Date:	Ongoing
Lead:	WWVMPO/SRTPO Executive Director
Support:	WWVMPO/SRTPO Transportation Planner, Policy Board, TAC, CTUIR, ODOT, WSDOT, Valley Transit, regional public and private transportation providers, and social services agencies
Partners:	Human services agencies, health care providers, and public transportation providers
Regulation:	Guidance - FTA Circular 9070.1G (49 USC 5310)
Planning Factor:	Mobility, Environment, Integration (as prescribed by 23 CFR 450.306 , also referred to in the " Planning Factors " Section of this document)

Task 10 Complete Regional Thoroughfare System Plan

In 2004 and 2005, Walla Walla County and the cities of College Place and Walla Walla jointly developed a long-term vision for a cross-jurisdictional arterial system. Walla Walla Valley's previous 2040 Plan recommended that the 2005 Long-Term Arterial Plan be reviewed and the region's new 2045 Plan directly calls for the completion of a new Regional Thoroughfare System Plan (RTSP).

Member entities have asked the WWVMPO/SRTPO to assist in the facilitation of the plan development, which is focused on building a seamless transportation system with cross-jurisdictional thoroughfare connectivity. Through a series of work sessions with member agency staff, the following aspects of a regionwide plan were determined to be of high importance:

- ◆ Documentation of the “legal authority” and outline of amendment process
- ◆ Design elements based on land use context
- ◆ Description of general “targets” to allow for local design flavor, but also continuity
- ◆ Importance of city and county partnerships for projects and right-of-way preservation
- ◆ Sufficient design and right-of-way information to guide developments
- ◆ Emphasis on brevity and imagery to make the document user friendly
- ◆ High-level concept to facilitate regional buy-in
- ◆ Adoption of RTSP into local comprehensive plans to facilitate enforcement

Building on the 2045 Plan as well as each member entity’s comprehensive plan – and the respective transportation vision, goals, objectives, and recommendations – the Regional Thoroughfare System Plan will be designed to provide a very long-term, “full build-out” scenario that even extends beyond the planning horizon of the 2045 Plan.

Task Budget: \$20,320
Deliverable: * Regional Thoroughfare System Plan
Due Date: December 31, 2024
Lead: WWVMPO/SRTPO Transportation Planner
Support: WWVMPO/SRTPO Executive Director, Policy Board, TAC, ODOT, WSDOT, Valley Transit, and additional member agency staff
Regulation: 23 CFR 450.318; WAC 468-86-090
Planning Factor: Economic Vitality, Safety, Security, Mobility, Environment, Integration, Efficiency, Resiliency (as prescribed by [23 CFR 450.306](#), also referred to in the “[Planning Factors](#)” Section of this document)

Task 11 Public Participation Plan

Developed in coordination with member entities and in consultation with all interested parties, the WWVMPO/SRTPO’s Public Participation Plan (PPP) was last updated in 2024. It outlines the agency’s participation and consultation process, and the strategies and tools contained therein were designed to engage interested parties and involve the public in the metropolitan and regional transportation planning process at key decision points.

The WWVMPO/SRTPO has annually reviewed the efficacy of strategies and tools documented in the PPP, the agency undertook a complete update to its current Public Participation Plan in SFY 2024.

The WWVMPO/SRTPO will be seeking consulting services to assist with the public engagement for the Metropolitan Transportation Plan and the Blue Mountain Region Trails Plan.

Task Budget: \$10,325 (MPO Staff) and \$70,000 (Consultant)
Deliverable: Public Engagement for the Metropolitan Transportation Plan and the Blue Mountain Region Trails Plan
Date Due: February 2026 (SFY 2026)
Lead: WWVMPO/SRTPO Executive Director
Support: WWVMPO/SRTPO Transportation Planner, Policy Board, TAC, CTUIR, ODOT, and WSDOT
Regulation: 23 CFR 450.316

Planning Factor: Mobility, Environment (as prescribed by [23 CFR 450.306](#), also referred to in the “[Planning Factors](#)” Section of this document)

Task 12 Complete Regional Bicycle and Pedestrian Plan

As part of previous planning efforts that produced the [Blue Mountain Region Trails \(BMRT\) Plan](#), 354 total miles of proposed projects have been identified that call for new or improved bicycle, pedestrian, and non-motorized trail infrastructure worth more than \$103 million. To ensure the continued regional approach to active transportation and trails planning, the Blue Mountain Region planning partners – encompassing Columbia and Walla Walla counties in Washington and northeastern Umatilla County in Oregon, as well as all of the cities within, and their tribal, federal, state, and regional partners – have expressed a strong interest in continued coordination of their planning and implementation efforts, recognizing that a single, cooperative plan and cross-jurisdictional project implementation are the most efficient way to realize the vision of the Blue Mountain Region Trails Plan. The primary focus of the coordination effort is directed towards peer-to-peer exchange of ideas and best practices, the collaborative development of joint grant funding applications, and the ongoing maintenance of the regionwide active transportation and non-motorized trails inventory. A framework for assessing the condition and context of these assets will be established to effectively target active transportation infrastructure improvements. These standards will make the resulting data as uniform as possible across the region.

As needed, WWVMPO/SRTPO staff continues to facilitate, as well as participate in, regional pedestrian- and bicycle-focused active transportation and trails meetings in order to continue advocacy and implementation efforts initiated by the BMRT Plan.

The WWVMPO/SRTPO will begin the update to the Active Transportation Plan (ATP) in CY 2025.

Task Budget:	\$50,800
Deliverable: *	Update the Active Transportation Plan
Due Date:	June 30, 2026 (SFY 2026)
Lead:	WWVMPO/SRTPO Executive Director
Support:	WWVMPO/SRTPO Transportation Planner, Policy Board, TAC, member agency staff, Blue Mountain Region Trails planning partners
Regulation:	23 CFR 450.318 and 23 CFR 450.324; WAC 468-86-090
Planning Factor:	Economic Vitality, Safety, Mobility, Environment, Integration, Tourism (as prescribed by 23 CFR 450.306 , also referred to in the “ Planning Factors ” Section of this document)

Task 13 Support Blue Zones Project and Regional Walkability

In SFY 2021, a multi-disciplinary and multi-jurisdictional team comprised of Walla Walla Valley member entity representatives participated in a Centers for Disease Control (CDC)-supported [Walkability Action Institute](#) that was hosted by the National Association of Chronic Disease Directors (NACDD). Building on the team’s newly acquired knowledge and understanding of the built environment’s impact on public health, and following the completion of its Team Action Plan, the WWVMPO/SRTPO and its partners are

now well-poised to implement the identified policies, program strategies, and small-scale demonstration projects, all of which are aimed at improving walkability within the region’s communities.

Combining these walkability efforts with the policy and system changes promoted by the newly formed [Walla Walla Valley Blue Zones Project](#) (BZP) initiative, the WWVMPO/SRTPO will continue to work with local partner agencies on built environment and walkability improvements designed to increase access to vital services; increase individual and community health; positively impact economic vitality, environmental sustainability, and safety; and thereby improve community mobility as well as health outcomes.

Task Budget:	\$3,175
Deliverable:	Technical Assistance and Regional Collaboration
Due Date:	Ongoing
Lead:	WWVMPO/SRTPO Executive Director
Support:	WWVMPO/SRTPO Transportation Planner, Policy Board, TAC, and member agency staff
Partners:	Walla Walla Valley Blue Zones Project and other planning partners
Regulation:	23 CFR 450.324
Planning Factor:	Mobility, Environment, Integration, Efficiency, Preservation, Resiliency (as prescribed by 23 CFR 450.306 , also referred to in the “ Planning Factors ” Section of this document)

Task 14 Provide Air Quality Planning

The Washington State Department of Ecology (ECY) and local clean air agencies monitor and track emissions to ensure that levels of outdoor air pollutants meet federal and state air quality standards. A particular focus is directed towards criteria pollutants designated by the U.S. Environmental Protection Agency (EPA), which are identified in the Clean Air Act ([42 USC 7401](#) et seq.). This law requires that the EPA set National Ambient Air Quality Standards (NAAQS) for six common air pollutants, including particulate matter – small particles with a diameter of ten microns or less (PM₁₀) – which penetrate deep into the lungs and cause health problems.

The Walla Walla Valley has an air quality maintenance area for the PM₁₀ pollutant, since data collected at a monitoring site located in western Walla Walla County near Wallula previously violated the respective air quality standard. Exceedances of the standard have since been identified as natural events tied to the occurrence of high winds. However, since conformity requirements were triggered by the initial violation of the standard, the WWVMPO/SRTPO will – through the remainder of the Wallula site’s maintenance period (ending on September 26, 2025) – fulfill the air quality conformity determination requirements, which are laid out in [40 CFR 93](#). All associated air quality activities are closely coordinated with interagency consultation partners, encompassing EPA, ECY, FHWA, FTA, and WSDOT.

Task Budget:	\$2,540
Deliverable:	Technical Assistance and Regional Collaboration

Date Due:	Ongoing
Lead:	WWVMPO/SRTPO Executive Director
Support:	WWVMPO/SRTPO Transportation Planner, Policy Board, TAC, and WSDOT
Partners:	EPA, ECY, FHWA, and FTA
Regulation:	40 CFR Part 50; 40 CFR Part 93
Planning Factor:	Environment (as prescribed by 23 CFR 450.306 , also referred to in the “ Planning Factors ” Section of this document)

Task 15 Explore Regional Collaboration on High Priority Transportation Topics

Transportation planning has evolved greatly since the enactment of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) – the first truly multi-modal surface transportation law. Almost simultaneously, a greater understanding of the land use and transportation correlation led to the passing of the Growth Management Act in Washington State in 1990 and the Transportation Planning Rule in Oregon in 1991.

Recent trends – such as climate change adaptation, infrastructure resiliency, electrification of vehicles, emergence of connected and autonomous vehicles, transportation network companies, bike and scooter share services, rising rates of injury and fatality crashes, among others – have introduced both challenges as well as opportunities for exploration of transportation solutions that could be investigated and coordinated with adjacent planning jurisdictions and also affected agencies not traditionally involved in transportation planning.

For SFY 2025, the WWVMPO/SRTPO and its member entities will continue to pursue the implementation of a multi-agency and cross-jurisdictional traffic safety education campaign. The region is also set to explore “Mobility on Demand” options and electric vehicle charging infrastructure that may aid in the reduction of greenhouse gas (GHG) emissions.

Task Budget:	\$5,080
Deliverable:	Regional Collaboration
Date Due:	Ongoing
Lead:	WWVMPO/SRTPO Executive Director
Support:	WWVMPO/SRTPO Transportation Planner, Policy Board, TAC, CTUIR, ODOT, and WSDOT
Regulation:	Not codified
Planning Factor:	Safety, Environment, Integration, Efficiency (as prescribed by 23 CFR 450.306 , also referred to in the “ Planning Factors ” Section of this document)

Funding and Expenditures

Primary Planning Funds

FHWA Metropolitan Planning Funds

Within Washington State, the WWVMPO/SRTPO uses federal metropolitan planning (PL) funds for up to 86.5% of a project, and the required 13.5% non-federal match is provided by local government dues. For activities within the Oregon MPO area, federal planning funds can be used for up to 89.73% of a project, and ODOT provides the non-federal match of 10.27% based on the Interstate Agreement with ODOT

FTA Section 5303 Grant Funds

Section 5303 funds are federal funds designated for transit planning and research activities. For activities within Washington State, the WWVMPO/SRTPO member entities provide the local match of 13.5% based on the Metropolitan/Regional Transportation Planning Organization Agreement with WSDOT. For activities within Oregon, the WWVMPO/SRTPO member entities provide the local match of 10.27%.

FTA Section 5310 Grant Funds

WSDOT apportions Section 5310 funds to the WWVMPO/SRTPO to aid regional transit planning.

RTPO Grant Funds

Based primarily on population distribution, the State of Washington allocates funds to all RTPOs within the state in order to perform the required planning activities. These funds do not have a local match requirement.

Local Member Entity Dues

According to Article 4.04 of the WWVMPO/SRTPO Interlocal Cooperation Agreement, "member agencies dues to cover expenses of the WWVMPO shall be based on the Annual Budget adopted by the Policy Board, and shared equally among the policy board members except that ODOT and WSDOT shall not pay dues." In November 2021, the Confederated Tribes of the Umatilla Indian Reservation became full WWVMPO/SRTPO members and were granted exemption from Article 4.04 since they do not own any transportation infrastructure in the planning area.

The calculation of the local dues is based on the local match amount required to obtain the FHWA PL and FTA 5303 federal grant funding and is reviewed annually.

Other Funding Sources

For specific studies, similar to the Blue Mountain Region Trails Plan or the Rural Mobility Strategic Plan, the WWVMPO/SRTPO may pursue additional grant opportunities. If such grant pursuits are successful, the additional funding will be included in the SFY 2025 UPWP, according to the adopted UPWP Amendment Policy detailed in [Appendix A](#).

Funding by Source

The WWVMPO/SRTPO had received correspondence from WSDOT and ODOT on anticipated revenues for SFY 2025 MPO and SRTPO planning activities.

This summary table shows the forecasted SFY 2025 revenue by source as well as the estimated amount carried forward from previous SFYs:

*Walla Walla Valley MPO/SRTPO Estimated Revenue by Funding Source
for SFY 2025 MPO/SRTPO Activities (July 1, 2024– June 30, 2025)*

<i>Funding Source</i>	<i>Estimated Revenue</i>
FHWA Planning Funds (WA)	\$192,235
FTA 5303 Funds (WA)	\$39,828
Local Match (WWVMPO)	\$36,218
Total WA SFY 2025 Federal Planning funds available	\$268,281
FHWA Planning Funds (OR)	\$18,643
State Match (OR)	\$2,027
FTA 5303 Funds (OR)	\$6,051
Local Match (WWVMPO)	\$693
Total OR SFY 2025 Federal Planning funds available	\$27,415
SFY 2025 WA RTPO Planning funds (no match)	\$52,005
Carry Forward SFY 2024 FHWA/FTA Funds (WA)	\$294,893
Carry Forward SFY 2024 FHWA/FTA Funds (OR)	\$0
Total WA/OR SFY 2024 Federal Planning funds available	\$294,893
<i>Total Estimated Revenue Available for SFY 2025</i>	<i>\$642,594</i>

**Note: Figures in this table are subject to change pending receipt of updated information from WSDOT.*

Expenditure Overview

Summarized Budget

Based on historical expenditures and anticipated resource needs, the table shows estimated planning fund expenditures for each of the SFY 2025 tasks:

Walla Walla Valley MPO/SRTPO Estimated Expenditure Budget

*for SFY 2025 MPO/SRTPO Activities
(July 1, 2024 – June 30, 2025)*

<i>UPWP Task</i>	<i>Estimated Expenditure</i>
1. Provide Program Administration	\$148,515
2. Collect and Analyze Data	\$8,880
3. Develop SFY 2024 Annual Performance and Expenditure Report	\$1,270
4. Develop SFY 2026 Unified Planning Work Program	\$3,810
5. Complete Title VI Annual Report and Update Title VI Plan	\$3,810
6. Complete Annual Self-Certification Review	\$635
7. Develop 2025-2030 Metropolitan/Regional Transportation Improvement Program and 2024 Annual Listing of Obligated Projects	\$10,500
8. Develop 2050 Plan, Monitor Performance, and Provide Local Planning Assistance	\$50,800
9. Foster Coordinated Public Transit - Human Services Transportation Planning	\$2,540
10. Complete Regional Thoroughfare System Plan	\$20,320
11. Public Participation Plan	\$80,325
12. Complete Regional Bicycle and Pedestrian Plan	\$50,800
13. Support Blue Zones Project and Regional Walkability	\$3,175
14. Provide Air Quality Planning	\$2,540
15. Explore Regional Collaboration on High Priority Transportation Topics	\$5,080
<i>Total Estimated Budget for SFY 2025</i>	<i>\$393,000</i>

All activities listed in the SFY 2025 UPWP will be performed by the WWVMPO/SRTPO except for Task 11 Public Participation Plan, which will use a portion of the budget for consultant assistance.

Detailed Budget

The following table provides detailed WWVMPO/SRTPO task budgets distributed across all sources of available planning funds:

Walla Walla Valley MPO/SRTPO Detailed Expenditure Estimates
for SFY 2025 MPO/SRTPO Activities (July 1, 2024 – June 30, 2025)

Task Description	FHWA - PL			FTA - 5303			RTPO	Funding Summary				
	FHWA 86.5% WA 89.7% OR	Local Match (WA)	State Match (OR)	FHWA 86.5% WA 89.7% OR	Local Match (WA)	Local Match (OR)	WA State	Federal	WA State	OR State	Local	TOTAL
1 Program Administration	\$87,800	\$12,573	\$766	\$19,107	\$2,635	\$262	\$25,371	\$106,907	\$25,371	\$766	\$15,471	\$148,515
2 Collect and Analyze Data	\$5,250	\$752	\$46	\$1,138	\$162	\$16	\$1,517	\$6,388	\$1,517	\$46	\$929	\$8,880
3 SFY 2024 APER	\$905	\$131	\$7	\$196	\$28	\$2	\$0	\$1,102		\$7	\$162	\$1,270
4 SFY 2026 UPWP	\$2,252	\$323	\$20	\$488	\$69	\$7	\$651	\$2,741	\$651	\$20	\$399	\$3,810
5 Annual Title VI Report & Title VI Plan	\$2,716	\$393	\$20	\$589	\$85	\$7	\$0	\$3,305		\$20	\$485	\$3,810
6 Annual Self-Certification Review	\$453	\$66	\$3	\$98	\$14	\$1	\$0	\$551		\$3	\$81	\$635
7 2025-2030 M/RTP and 2024 ALOP	\$6,207	\$889	\$54	\$1,346	\$192	\$19	\$1,794	\$7,553	\$1,794	\$54	\$1,099	\$10,500
8 2050 Plan, Performance, and Local Assistance	\$30,032	\$4,301	\$262	\$6,511	\$927	\$90	\$8,678	\$36,543	\$8,678	\$262	\$5,317	\$50,800
9 CPT-HSTP Planning	\$1,811	\$262	\$13	\$393	\$57	\$4	\$0	\$2,204		\$13	\$323	\$2,540
10 Reg. Thoroughfare System Plan	\$12,013	\$1,720	\$105	\$2,604	\$371	\$36	\$3,471	\$14,617	\$3,471	\$105	\$2,127	\$20,320
11 Public Participation Plan	\$57,271	\$8,287	\$414	\$12,415	\$1,796	\$142	\$0	\$69,686		\$414	\$10,225	\$80,325
12 Regional Bike/Ped Plan	\$30,032	\$4,301	\$262	\$6,511	\$927	\$90	\$8,678	\$36,543	\$8,678	\$262	\$5,317	\$50,800
13 Blue Zones and Walkability	\$1,877	\$269	\$16	\$407	\$58	\$6	\$542	\$2,284	\$542	\$16	\$332	\$3,175
14 Air Quality Planning	\$1,502	\$215	\$13	\$327	\$45	\$4	\$434	\$1,828	\$434	\$13	\$265	\$2,540
15 Reg. Collaboration on High Priority Topics	\$3,003	\$430	\$26	\$653	\$90	\$9	\$868	\$3,657	\$868	\$26	\$529	\$5,080
UPWP TOTAL	\$243,125	\$34,911	\$2,027	\$52,783	\$7,456	\$693	\$52,005	\$295,908	\$52,005	\$2,027	\$43,060	\$393,000

Appendix A – Adopted UPWP Amendment Policy

**Walla Walla Valley Metropolitan Planning Organization
and Sub Regional Transportation Planning Organization (WWVMPO/SRTPO)
A Resolution Adopting an Amendment Process for the
Unified Planning Work Program (UPWP)**

RESOLUTION NO. 11-2015

WHEREAS, CFR 23.450.308 (b) requires that metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 45 U.S.C. Chapter 53 be documented in a unified planning work program; and

WHEREAS, each MPO, in cooperation with the State(s) and public transportation operator(s), must develop a UPWP that includes a discussion of the planning priorities within the Metropolitan Planning Area (MPA); and

WHEREAS, RCW 47.04.280 in Washington state law and Oregon Administrative Rule Chapter 660 Division 12 in Oregon state law provide for policy goals for statewide transportation planning in Washington and Oregon respectively; and

WHEREAS, the UPWP must identify work proposed for the next one- or two-year period by major activity and task, in sufficient detail to indicate who will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds; and

WHEREAS, the work program includes activities to be carried out in and for the Walla Walla Valley MPO and SRTPO areas; and

WHEREAS, the work proposed or the estimated funding amounts are subject to change during a State Fiscal Year period, and therefore may trigger a necessary amendment; and

WHEREAS, during the 2016 state fiscal year UPWP interagency review meeting, MPO staff and reviewing agencies discussed the formulation of a UPWP amendment process, including specific criteria that they agreed should trigger the amendment of the UPWP for any given year; and

WHEREAS, MPO staff recommends adoption of the UPWP amendment process and criteria as proposed for the Walla Walla Valley MPO and SRTPO areas; and

WHEREAS, the Policy Board has reviewed and considered the proposed amendment process and criteria and approves of the same.

NOW, THEREFORE, the Walla Walla Valley MPO/SRTPO does resolve that the Unified Planning Work Program amendment process will consist of the following:

- 1) When any of the following criteria occur, an amendment to the current UPWP must be created:
 - a) A change to the product of a work element;
 - b) A consultant is used to buy equipment not previously included in a work element;
 - c) A reported change to Washington State Department of Transportation (WSDOT) or Oregon Department of Transportation (ODOT) in any work element task or expense that WSDOT or ODOT indicates is significant enough to trigger a federal review; or
 - d) A total 25% change in the total UPWP expense.

- 2) Any amendments approving work element changes totaling 25% or more should be supported by documentation that accomplishes the following:
 - a) Identifies the budget element impacted;
 - b) Revises the scope of work for the element; and
 - c) Justifies the need for the proposed amendment.

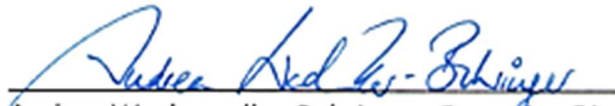
- 3) Any amendment must be approved by the WWVMPO/SRTPO Policy Board and then be submitted to WSDOT and ODOT for approval, with additional approval needed by FHWA and FTA for an amendment involving federal funds.

PASSED AND APPROVED this 5th of August, 2015.

Signed:

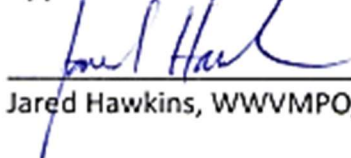


Linda Hall, Vice Chair
WWVMPO/SRTPO Policy Board



Andrea Weckmueller-Behringer, Executive Director
WWVMPO/SRTPO

Approved as to form:



Jared Hawkins, WWVMPO/SRTPO Legal Counsel

Appendix B – Subcontracting Obligations

As stated in Agreement No. GCB 2564 between WSDOT and WWVMPO, subcontracting obligations are as follows:

12 Subcontracting and Equipment

12.1 The services of the MPO/RTPO shall be directed by a Project Manager. The MPO/RTPO shall not assign, sublet, or transfer any of the work provided for under this Agreement without prior written approval from the STATE. The STATE shall have fourteen (14) calendar days to review and approve any MPO/RTPO consultant agreements and scope of work prior to execution. The MPO/RTPO shall comply with all current federal and state laws and regulations governing the selection and employment of consultants. The STATE reserves the right to appoint a representative to serve on the MPO/RTPO consultant selection committee. Subcontracts for consultant services must contain all the required provisions of this Agreement to the extent applicable.

12.2 If any equipment is purchased under this Agreement, it shall be listed under scope of work in the consultant agreement. All equipment must be purchased, managed, and disposed of in accordance with all current federal and state laws and regulations, and the nondiscrimination provisions of Section 18 of this Agreement. The procurement of all equipment must be used for the sole purpose of urban and regional transportation planning activities. Any equipment no longer required by the MPO/RTPO at the completion of the work shall become the property of the STATE.

As stated in Agreement No. 34312 between ODOT and WWVMPO, subcontracting obligations are as follows:

MPO Obligations

4. MPO shall not enter into any subcontracts for any of the Work scheduled under this Agreement without obtaining prior written approval from ODOT.

Appendix C – Walla Walla Valley MPO Boundary

