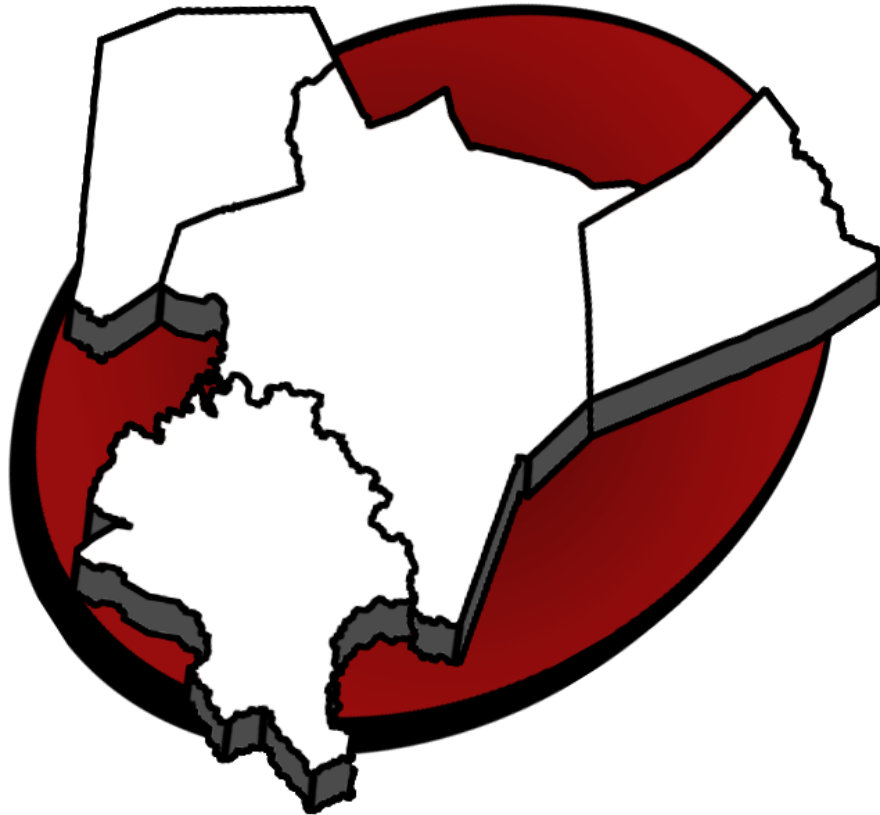


FY 2026

Unified Planning and Work Program

UPWP

Revision A - September 2025



**Regional
Intergovernmental
Council**

Kanawha-Putnam Metropolitan Planning Organization

Charleston, WV Urban Area

315 D Street

South Charleston, WV 25303



**Regional
Intergovernmental
Council**



TABLE OF CONTENTS

Section 1:

Introduction.....2

RIC Planning Area.....3

Public Involvement and UPWP Monitoring.....6

Financial Feasibility.....6

Complete Streets Requirements Local Match Waiver6

Financial Overview.....7

Summary by Expense.....8

Summary by Source.....9

Work Elements.....10

Management and Administration.....10

General Planning.....12

Transportation Improvement Program.....15

Complete Streets.....17

Database and GIS.....19

General Transit.....21

Applied Research.....23

Section 2: Memorandum of Complete Streets Planning Local Match Waiver.....25



Introduction

As authorized under 23 U.S.C. 104(b), Metropolitan Planning (PL) and 49 U.S.C. § 5303 Metropolitan Planning (MPP) funds are provided by congressional transportation legislation and are distributed by State Departments of Transportation (DOTs) from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). These funds subsequently distributed to metropolitan planning organizations (MPOs) to conduct the transportation planning activities required by 23 U.S.C. 134 (Metropolitan Transportation Planning). First authorized under the Federal-aid Highway Act of 1962, PL funds have been reauthorized under subsequent surface transportation legislation reauthorization acts. PL and MPP Funds enable MPOs to fund activities necessary for a continuous, comprehensive, and cooperative transportation planning process.

As a condition of receiving Federal planning assistance for transportation planning, the Charleston, WV urbanized area must maintain a continuing, cooperative, and comprehensive planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area. The Unified Planning and Work Program (UPWP) is a multi-modal transportation planning budget document required by the United States Department of Transportation (DOT) to fulfill the objectives of the Metropolitan Transportation Planning (MTP) Process. For the purpose of conducting regional comprehensive transportation planning, the Charleston, WV Metropolitan Planning Area includes all of Kanawha and Putnam counties. The described territory is the planning area boundary of the Regional Intergovernmental Council Metropolitan Planning Organization (RIC MPO.)

The Fiscal Year 2026 UPWP for the Charleston, West Virginia Metropolitan Area includes transportation planning elements to be implemented in state fiscal year 2026. The fiscal year, followed by the State of West Virginia and the RIC MPO, begins on July 1 and ends on June 30. The UPWP is prepared in cooperation with the US Department of Transportation's Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the West Virginia Department of Transportation (WVDOT), the Kanawha Valley Regional Transportation Authority (KRT), and local communities.

Federal rules regarding UPWP development federal planning funds are continued by the Infrastructure Investment and Jobs Act (IIJA) and described in 23 CFR § 450.308 - Funding for transportation planning and unified planning work programs. This document will describe the RIC Planning Area, describe each work element by major activity or task, who will perform the work, the resulting products, the proposed funding, and sources of federal and matching dollars. All planning activities described in this document are eligible to complete work under 23 CFR § 450.306 – Scope of the metropolitan transportation planning process and FTA C 8100.1D Chapter II Part 2a. Costs incurred to complete planning activities described in this document will follow cost principles described in 2 CFR Part 200 Subpart E – Cost Principles. The RIC MPO shall seek compliance with 23 USC 104 (d)(2)(B) – Apportionment, Metropolitan Planning, Distribution of amounts within states, Reimbursement, states, "Not later than 15 business days after the date of receipt by a State of a request for reimbursement of expenditures made by a metropolitan planning organization for carrying out section 134, the State shall reimburse, from amounts distributed under this paragraph to the metropolitan planning organization by the State, the metropolitan planning organization for those expenditures."





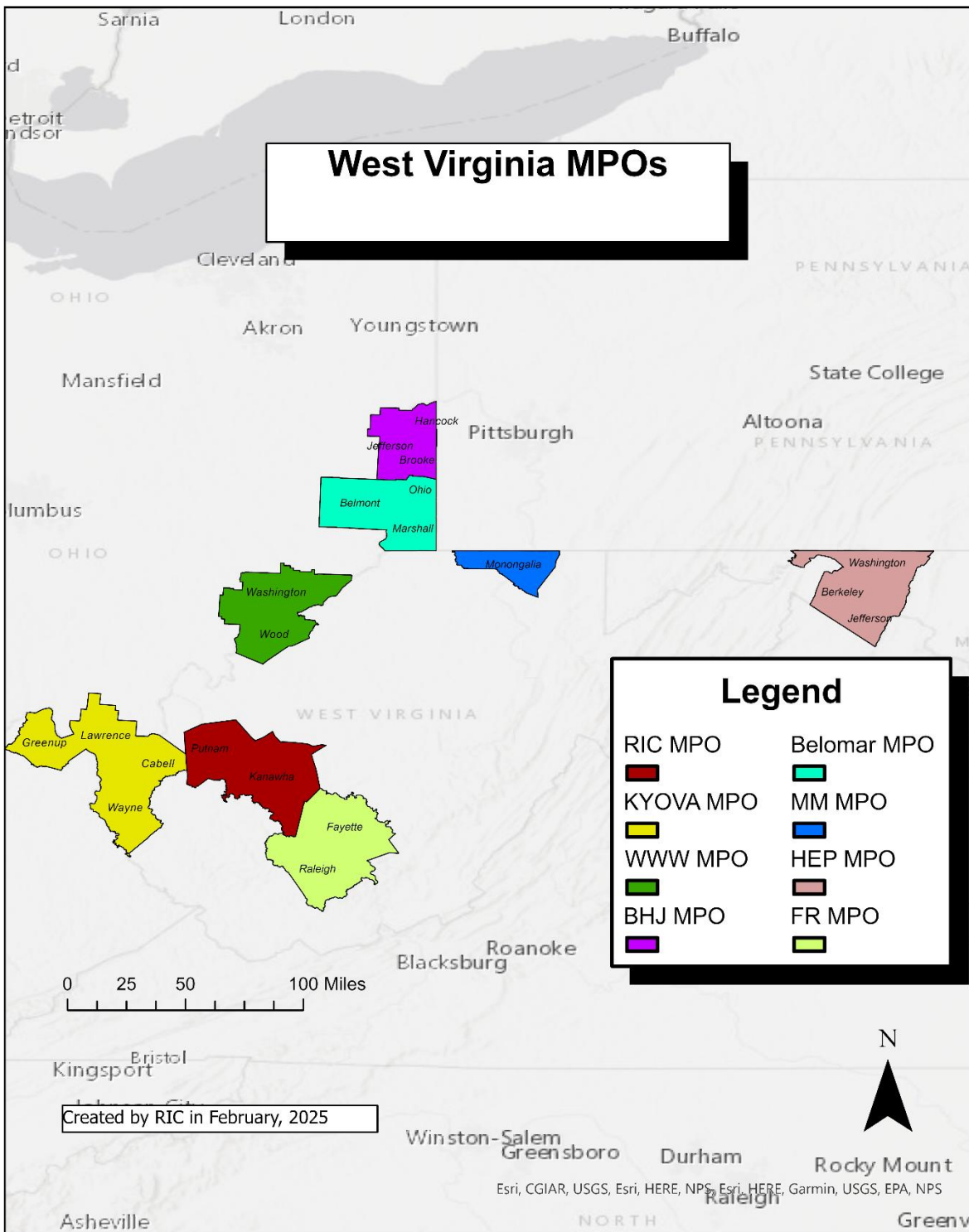
RIC Planning Area

The Region 3 Planning and Development Council, known as the B-C-K-P Regional Intergovernmental Council, (RIC) consists of Boone, Clay, Kanawha and Putnam counties and its municipalities and citizens. On December 5, 1973, the RIC assumed responsibility for coordinating transportation planning in Region 3 as the Charleston Urban Area is fully contained within Kanawha and Putnam counties.

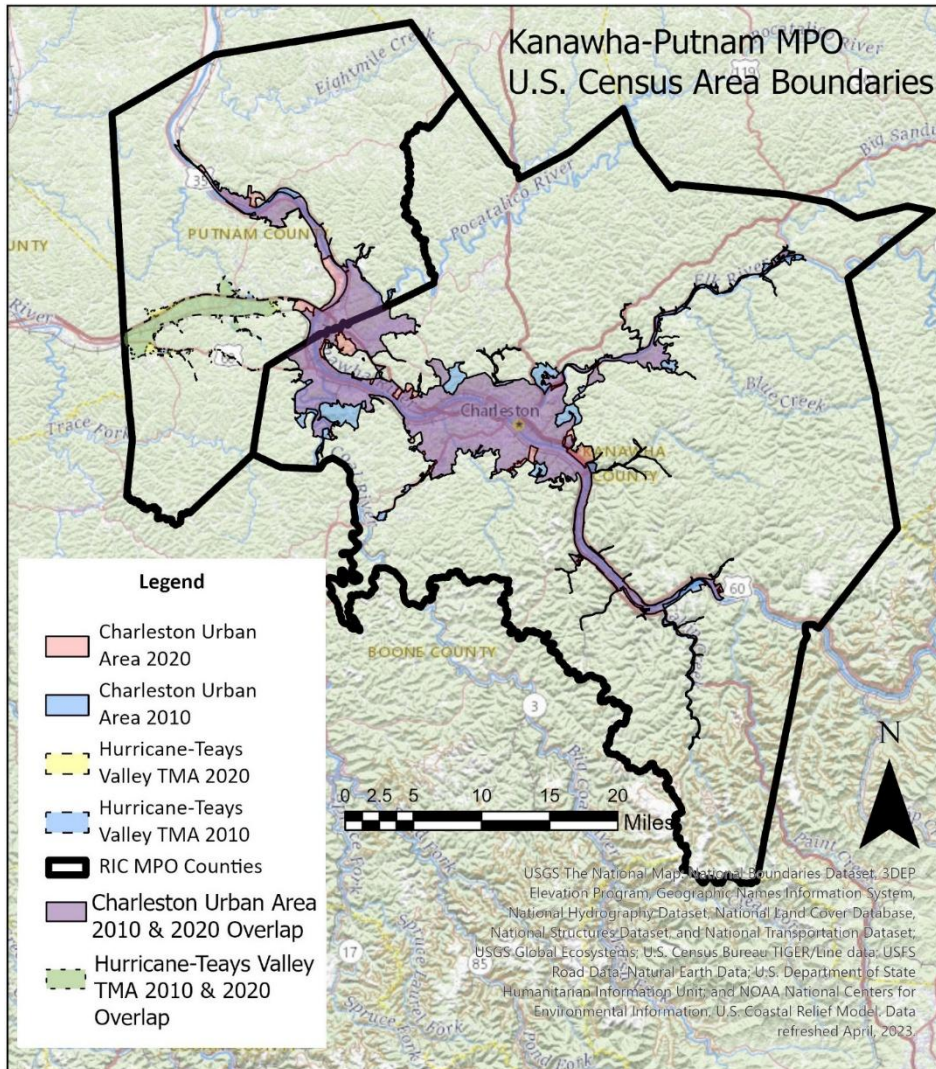
Titles 23 and 49 of the United States Code (23 U.S.C. 134 (k) (I) (A) and 49 U.S.C. 5303 (k) (I) (A) requires the Secretary of Transportation to designate urbanized areas over 200,000 population as Transportation Management Areas (TMA). It can also be designated by special request from the state Governor or by the designated MPO for the urbanized area. On July 16, 2012, the U.S. Census Bureau released its urbanized area delineations from the 2010 Census. The Huntington, WV-KY-OH urbanized area exceeded the 200,000-population threshold signifying a new TMA which included portions of Cabell, Putnam, and Wayne counties in WV, portions of Boyd and Greenup counties in KY, and part of Lawrence County, OH. The KYOVA Interstate Planning Commission began to oversee the transportation planning activities in the Huntington, WV-KY-OH TMA on July 1, 2013, except for the TMA portion in Putnam County, WV. The Regional Intergovernmental Council (RIC) Metropolitan Planning Organization located in South Charleston, WV retains all transportation planning responsibility for the Putnam County portion of the Huntington, WV-KY-OH TMA.

Below is a map of all the metropolitan planning organizations in the state of West Virginia and their study areas.





Below is a map of the Charleston Urban Area and the Hurricane-Teays Valley portion of the Huntington TMA, and the respective changes of those boundaries based on the 2010 and 2020 Census. According to the U.S. Census Bureau Urban Area Data, the entire Huntington TMA, including the Hurricane-Teays Valley TMA portion, had a population of 202,637 in 2010, which declined by 2,480 to 200,157 by 2020. The total land area was 130.34 mi² in 2010, which declined by 1.47 mi² to 128.87 mi² in 2020. The Charleston, WV Urban Area had a population of 153,199, which declined by 12,241 to 140,958 by 2020. As a result, the total land area in 2010 was 98.21 mi², which declined by 5.29 mi² in 2020 to 92.92 mi².



Public Involvement and UPWP Monitoring

The RIC Public Participation Plan requires presentation to the RIC Transportation Technical Advisory Committee and the RIC Policy Board. The proposed UPWP is made available for review during regular quarterly meetings of the RIC Transportation Technical Advisory Committee (TTAC) and the RIC Policy Board, first as a draft in the quarter prior to the proposed quarter of adoption.

Furthermore, in FY 2024 the RIC MPO began posting public monitoring of the UPWP progress through quarterly reports that are available for public and interagency partner review on the RIC website. This UPWP will continue to be monitored through the publication of quarterly reports in FY 2026.

Financial Feasibility and Local Match Source

Allocation of the amount of planning funds made available to the RIC MPO is directly tied to the U.S. Census designated urbanized area (UZA) population of the planning area. In the case of the RIC MPO, this includes the Charleston, WV UZA population plus the population of the Hurricane-Teays Valley portion of the Huntington, WV TMA. Rollover dollars are available based on the PL funds not used by all WV MPOs in the previous year. They are placed in a statewide Consolidated Planning Grant (CPG) allocation and redistributed based on WV population for the following year. Each MPO receives a base allocation of \$100,000. A 10% contingency fund is removed from the apportionment. The source of the funds are the annual FHWA PL allocation, the annual FTA MPP allocation, and the consolidated rollover dollars. All these funds are consolidated into a singular Consolidated Planning Grant (CPG) at the state level.


The RIC MPO receives local match funding from the Regional Intergovernmental Council Planning and Development Council. RIC’s funding is derived from a combination of sources. One source is the collection of membership dues from the four-county region of Boone, Clay, Kanawha, and Putnam Counties, who comprise the RIC Policy Board as the final decision makers for this product, and all RIC MPO products, contracts, and agreements. Furthermore, RIC receives an allocation of dollars directly from the State of West Virginia. Finally, RIC generally expects to receive an annual grant from the Appalachian Regional Commission, which becomes local RIC dollars once they are transferred to RIC.

| MPO | WV 2020 UZA POP. | Total WV 2020 UZA POP. | 2020 In-state UZA POP. Factor | In-state UZA POP. \$ Amount | Total Consolidated Fund Allocation including rollover | WVDOT Match | Consolidated and WVDOT Total Allocations |
|-----|------------------|------------------------|-------------------------------|-----------------------------|---|-------------|--|
| RIC | 163,709 | 600,298 | 27.3% | \$935,000 | \$1,035,000 | \$129,375 | \$1,164,375 |

Complete Streets Requirements Local Match Waiver

On January 5th, 2023, the FHWA Administrator approved the Memorandum “ACTION: Waiver of Non-Federal Match for State Planning and Research (SPR) and Metropolitan Planning (PL) Funds in Support of Complete Streets Planning Activities (BIL § 11206).” This document, found in section 2 of this UPWP,





provides a waiver of the non-federal match for complete streets planning activities. As a result, a complete streets element is displayed in this UPWP with no non-federal local match provided. Furthermore, the IJA requires MPOs to use at least 2.5% of funds allocated for Metropolitan Planning (PL) for Complete Streets initiatives or increasing safe and accessible multimodal travel for people of all ages and abilities—the Complete Streets Elements 301426 contains the activities that satisfy this requirement.

Financial Overview

The following two tables will describe the RIC Transportation Planning Budget for FY 2026 broken down by work element and the funding sources for each work element. The second table describes the RIC Transportation Planning Budget by expense type for FY 2026 for each work element. Following the two tables, each work element is described in detail.



RIC MPO UPWP Fiscal Summary SFY 26 by Expense

| ID | Element | Direct Expenses | | | | | | | Indirect | Total Element |
|--------|-------------------------------|-------------------|-------------------|---------------------|------------------|------------------|------------------|-------------------|-------------------|---------------------|
| | | Salaries | Fringe Benefits | Contracted Services | Travel | Software | *Other | Total Direct | | |
| 301026 | Management and Administration | \$ 73,000 | \$ 22,161 | \$ - | \$ 600 | \$ - | \$ 26,400 | \$ 122,161 | \$ 35,745 | \$ 157,906 |
| 301126 | General Planning | \$ 72,230 | \$ 44,270 | \$ 194,000 | \$ 13,500 | \$ - | \$ 4,728 | \$ 328,728 | \$ 21,773 | \$ 350,501 |
| 301226 | TIP | \$ 18,000 | \$ 11,032 | | | \$ 36,200 | \$ - | \$ 65,232 | \$ 23,273 | \$ 88,505 |
| 301426 | Complete Streets | \$ 12,000 | \$ 7,355 | 206,000 | \$ 1,000 | \$ - | \$ - | \$ 226,355 | \$ 7,262 | \$ 233,617 |
| 301626 | Database and GIS | \$ 27,500 | \$ 16,855 | | \$ 750 | \$ 30,000 | \$ 12,000 | \$ 87,105 | \$ 25,725 | \$ 112,830 |
| 301726 | General Transit | \$ 5,649 | \$ 3,463 | \$ - | \$ 2,338 | | | \$ 11,450 | \$ 3,429 | \$ 14,879 |
| 301826 | Applied Research | \$ 75,000 | \$ 45,967 | \$ - | \$ 4,700 | \$ 8,400 | \$ 17,000 | \$ 151,067 | \$ 53,504 | \$ 204,571 |
| | Total Expense Budget | \$ 283,379 | \$ 151,103 | \$ 400,000 | \$ 22,888 | \$ 74,600 | \$ 60,128 | \$ 992,098 | \$ 170,711 | \$ 1,162,809 |

*Denotes memberships, certifications, training & education costs, printing, publications, software, hardware, equipment and other costs desirable to complete work tasks described in each element



RIC MPO UPWP Fiscal Summary SFY 26 by Source

| ID | Element | Federal Highway Trust Fund | Local WVDOT | Local RIC | Total Match | Total Element | Element Percent of Total |
|--------|-------------------------------|----------------------------|-----------------|------------------|------------------|--------------------|--------------------------|
| 301026 | Management and Administration | \$126,325 | \$15,791 | \$15,791 | \$31,581 | \$ 157,906 | 14% |
| 301126 | General Planning (Total) | \$270,941 | \$36,180 | \$54,680 | \$90,860 | \$ 350,501 | 30% |
| | Rev A Overmatched* | \$129,500 | \$18,500 | \$37,000 | \$55,500 | \$ 173,700 | |
| | Original Adopted | \$141,441 | \$17,680 | \$17,680 | \$35,360 | \$ 176,801 | |
| 301226 | TIP | \$70,804 | \$8,851 | \$8,851 | \$17,701 | \$ 88,505 | 8% |
| 301426 | Complete Streets | \$233,617 | \$0 | \$0 | \$0 | \$ 233,617 | 20% |
| 301626 | Database and GIS | \$90,264 | \$11,283 | \$11,283 | \$22,566 | \$ 112,830 | 10% |
| 301726 | General Transit | \$14,879 | \$1,488 | \$1,488 | \$2,976 | \$ 14,879 | 1% |
| 301826 | Applied Research | \$163,657 | \$20,457 | \$20,457 | \$40,914 | \$ 204,571 | 18% |
| | Total Expense Budget | \$958,486 | \$92,549 | \$111,049 | \$203,598 | \$1,162,809 | 100% |

- Added projects for Revision A have a 10% local overmatch, so 70% of Federal was used instead of 80%.

^Federal Funding is from consolidated report from WV DOH. Breakdown estimates from WV DOH report are as follows:

RIC Base Allocation: \$100,000

RIC FHWA FY25 PL Funds: \$444,626

RIC PL Rollover: \$325,075

RIC 5303: \$165,299

Total FY26 RIC PL funds: \$1,035,000

Since WV DOH consolidates funding types, Federal Funding is consolidated for this Program.



Work Elements

301026 Management and Administration

| 301026 | Management and Administration | Budget | Federal Share (80%) | WVDOT Local Share (10%) | RIC Local Share (10%) |
|-----------------|-------------------------------|------------------|---------------------|-------------------------|-----------------------|
| Direct Expenses | Salaries | \$73,000 | \$58,400 | \$7,300 | \$7,300 |
| | Fringe Benefits | \$22,161 | \$17,729 | \$2,216 | \$2,216 |
| | Contracted Services | \$0 | \$0 | \$0 | \$0 |
| | Travel | \$600 | \$480 | \$60 | \$60 |
| | Software | \$0 | \$0 | \$0 | \$0 |
| | *Other | \$26,400 | \$21,120 | \$2,640 | \$2,640 |
| | Total Direct | \$122,161 | \$97,729 | \$12,216 | \$12,216 |
| | Indirect | \$35,745 | \$28,596 | \$3,575 | \$3,575 |
| | Total Element | \$157,906 | \$126,325 | \$15,791 | \$15,791 |

Description:

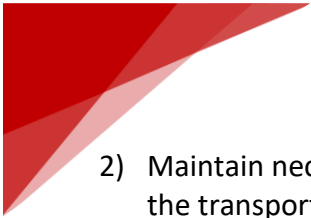
In FY26 RIC will monitor staff, manage consultants, coordinate with our partners, and perform financial services in support of the MPO goals.

- 1) RIC staff will complete transportation planning related submissions including invoices, budgets, audits, contracts, and applications as required throughout the fiscal year.
- 2) Supervise daily transportation planning activities performed by RIC staff.
- 3) Continue to maintain an effective and strategic continuing, cooperative, and comprehensive (3-C) Planning Process.
- 4) Review and amend, as needed, all contracts and agreements which impact the transportation planning process.
- 5) Conduct needed planning, monitoring and administrative review functions.
- 6) Develop coordination procedures with all transportation-related resource agencies.
- 7) Convene regular and special meetings of the RIC Policy Board for the purpose of discussing, debating and making decisions regarding regional transportation issues.
- 8) Maintain compliance with state and federal ethics codes applicable to administrative functions.
- 9) Manage the work activities of RIC Transportation Team.
- 10) Undertake training and maintain proficiency with administration of Federal funding from grants and program funds.

Work Activities:

- 1) Recommend transportation planning activities, policies, projects and priorities to the RIC Policy Board.



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- 2) Maintain necessary staffing levels and provide staff training, as needed, to meet the demands of the transportation planning process.
 - 3) Maintain records, reports, budgets, financial records and applications as needed.
 - 4) Perform any other tasks necessary for compliance with the Infrastructure Investment and Jobs Act (IIJA), CAA, Title VI and other Federal and State requirements.
 - 5) Research and comply with federal code as it relates to administrative functions.
 - 6) Produce the “RIC Messenger” quarterly newsletter and the RIC Annual Report.
 - 7) Hold at least three regular meetings and one annual meeting of the RIC Policy Board: hold RIC Executive Committee meetings. Undertake all activities to establish, schedule, and hold said meetings, including publicity, records, and reports both before and after such meetings, including compliance with the Open Government Meetings Act of West Virginia.
 - 8) Manage and delegate the work activities of RIC Transportation Team.

Products:

- 1) Draft FY 2027 Budget and Unified Planning Work Program (UPWP)
- 2) Final FY 2027 Budget and Unified Planning Work Program (UPWP)
- 3) Quarterly UPWP Progress Reports.
- 4) FY 2026 UPWP Amendments as necessary
- 5) Financial records as required.
- 6) Revenue and Expenditure reports,
- 7) Three issues of the “RIC Messenger” quarterly newsletter and one RIC Annual Report
- 8) Agendas, minutes, and all meeting materials for RIC Policy Board meetings
- 9) Adequate staffing to maintain a credible and effective 3-C process.
- 10) A well-strategized transportation planning process.
- 11) RIC Transportation Team and administrative time records as required.
- 11) An effective and well-strategized continuing, cooperative, and comprehensive (3-C) Planning Process.



301126 General Planning*


| 301126 | General Planning | Budget | FHWA Federal Share | WVDOT Local Share | RIC Local Share |
|--------------------|------------------------|-----------|--------------------------|-------------------------|-----------------------|
| Direct Expenses | Salaries | \$72,230 | \$53,661 | \$7,223 | \$11,346 |
| | Fringe Benefits | \$44,270 | \$32,889 | \$4,427 | \$6,954 |
| | Contracted Services | \$194,000 | \$145,200 | \$19,400 | \$29,400 |
| | Travel | \$13,500 | \$10,450 | \$1,350 | \$1,700 |
| | Software | \$0 | \$0 | \$0 | \$0 |
| | *Other | \$4,728 | \$3,782 | \$473 | \$473 |
| | Total Direct | \$328,728 | \$230,110 | \$32,873 | \$65,746 |
| | Indirect | \$21,773 | \$17,418 | \$2,177 | \$2,177 |
| | Total Element | \$350,501 | \$280,401 | \$35,050 | \$35,050 |

Description:

In FY 2026, RIC will conclude its process to update the RIC Metropolitan Transportation Plan (MTP) through contracted services and support from the RIC MPO Transportation Team. In FY25 \$179,800 was obligated in contracted services to update the MTP. Those funds are expected to be expended by June 30th, 2025, with the remaining \$94,000 to be expended in FY2026.

- 1) RIC will conduct general planning activities, that are not directly related to transit or complete streets. This may include planning support and technical assistance to municipalities as it relates to transportation and land use that supports the movement of freight and motor vehicles.
- 2) General highway planning activities that seek to comply with air quality conformity requirements, the RIC Public Participation Plan, the RIC Title VI Plan, but are either focus on motor vehicles, freight, or are all-encompassing and not directly related to transit or complete streets.
- 3) Work in collaboration with the KYOVA Interstate Planning Commission MPO on the ongoing implementation and administration of the Congestion Management Plan and Process for the Putnam County portion of the Huntington, WV TMA, as needed.
- 4) Work cooperatively with KYOVA, WVDOT, and interagency partners on any personal commuter motor vehicles and freight transportation projects or plans that may impact or be located within the Putnam County portion of the Huntington, WV TMA, as needed.
- 5) Continue implementation and integration of Transportation Performance Management (TPM) initiatives as required as it relates to personal commuter motor vehicles and freight transportation or are all-encompassing.



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- 6) Maintain coordinated work efforts with interagency partners to develop and set performance targets for the planning area as it relates to personal commuter motor vehicles and freight transportation or are all-encompassing.
 - 7) Perform ongoing monitoring of the highway transportation system through data analysis in order to determine congestion rates as it relates to personal commuter motor vehicles and freight transportation.
 - 8) Ensure consistency between RIC's Comprehensive Economic Development Strategy (CEDS) and local municipal comprehensive plans as it relates to personal commuter motor vehicles and freight transportation.
 - 9) Assist with the development of and technically analyze local municipal comprehensive plans to strengthen the relationship between land use, economic vitality, and freight and personal commuter motor vehicle transportation.
 - 10) Maintain a system performance report as part of RIC's Congestion Management Process.
 - 11) Continue, communicate, and gather and produce materials for the regular quarterly meetings of the RIC Transportation Technical Advisory Committee.

Work Activities:

- 1) Review and recommend projects from the MTP and amend the plan as necessary.
- 2) Determine financial feasibility of potential projects requiring further study.
- 3) Ensure any plan amendments conform to the Clean Air Act (CAA), as amended, and the State Implementation Plan (SIP), and will satisfy transportation conformity requirements.
- 4) Finish planning work for the MTP update in concert with consultant.
- 5) Perform any other work tasks necessary to comply with the Infrastructure Investment and Jobs Act (IIJA), CAA, Title VI of the Civil Rights Act of 1964, or other requirements, review and update Title VI Limited English Proficiency policy in compliance with a Four-Factor Analysis.
- 6) Continue the Transportation Technical Advisory Committee activities in the transportation planning process.
- 7) Maintain RIC's public participation and Title VI process as it relates to highway planning.
- 8) Support objectives of performance-based planning and programming and target setting as it relates to highway planning.
- 9) Maintain technical committees (TTAC and ad hoc as necessary), including activities such as distributing meeting notices, minutes, planning study information, maintenance of membership, and orientation of members.
- 10) Provide information and education to the Transportation Technical Advisory Committee on RIC's ongoing highway transportation planning activities.
- 11) Administer and monitor the Putnam County portion of the Huntington, WV TMA Congestion Management Process.
- 12) Complete necessary requirements to maintain TMA certification.



Products:

- 1) A 3-C, federal, state, and locally compliant and stakeholder and community-driven MTP final document.
- 2) Presentation of the findings and recommendations from consultant services to stakeholders as they develop throughout the MTP development process.
- 3) Transportation Conformity Determination for MTP update and plan amendments as necessary.
- 4) Interagency Consultation (IAC) with federal, State, and local planning entities as necessary
- 5) Perform work tasks to maintain compliance with the IJA/BIL, CAA, as amended, SIP, Title VI, and other requirements as necessary.
- 6) Continued meaningful public outreach and expansion of web-based public participation opportunities to solicit feedback on programs, plans, and other planning products.
- 7) Routinely updated population, employment, school enrollment, and trip generator forecasts.
- 8) Stakeholder committee and public involvement meetings for MTP development.
- 9) Summarized existing transportation system conditions report.
- 10) Four meetings, agenda, and minutes of the Transportation Technical Advisory Committee.

REV A Update

The RIC MPO has undertaken some additional opportunities that arose after establishing the initial UPWP budget. In General Planning this consists of new Comprehensive Plan updates to be performed by RIC staff for the Towns of Clendenin and Glasgow and the City of Saint Albans. In addition, RIC will partner with Charleston Urban Works and the Charleston Urban Renewal Authority to perform a subarea Comprehensive Plan in Charleston via consultant procurement.

The Comprehensive Plan projects will be supported by the hiring of additional staff into the roll of a Regional Planner position.

In addition to the updated projects, the Travel element had a drafting error and, while correct on the Fiscal Summary section of the Adopted UPWP, was underreported in this section, that has been updated and revised upward due to actual costs of the planned National AMPO conference being higher than initially planned.

*The added projects have a 10% overmatch, reducing Federal share for these projects to 70%. The totals shown are blended and reflect the actual splits.



301226 Transportation Improvement Program (TIP)

| 301226 | TIP | Budget | Federal Share (80%) | WVDOT Local Share (10%) | RIC Local Share (10%) |
|-----------------|---------------------|----------|---------------------|-------------------------|-----------------------|
| Direct Expenses | Salaries | \$18,000 | \$14,400 | \$1,800 | \$1,800 |
| | Fringe Benefits | \$11,032 | \$8,826 | \$1,103 | \$1,103 |
| | Contracted Services | | \$0 | \$0 | \$0 |
| | Travel | \$0 | \$0 | \$0 | \$0 |
| | Software | \$36,200 | \$28,960 | \$3,620 | \$3,620 |
| | *Other | \$0 | \$0 | \$0 | \$0 |
| | Total Direct | \$65,232 | \$52,186 | \$6,523 | \$6,523 |
| | Indirect | \$23,273 | \$18,618 | \$2,327 | \$2,327 |
| | Total Element | \$88,505 | \$70,804 | \$8,851 | \$8,851 |

Description:

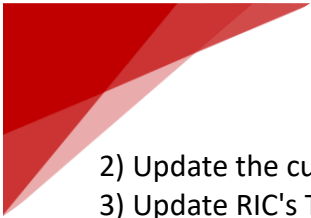
RIC transportation staff will continue to maintain and update the TIP based on submission from WV DOH and KRT, and local eligible partners. RIC staff will work with ecointeractive to develop and implement an eTIP update.

- 1) Advance candidate transportation projects for inclusion in the TIP.
- 2) Amend the TIP as needed, including adding new transportation improvement projects, as well as revising funding amounts and type, schedule, etc.
- 3) Maintain a database indicating the status of all highway and transit improvement projects included within the TIP.
- 4) Incorporate transportation performance measures and targets into the TIP and ensure that all TIP projects reflect performance-based planning.
- 5) Ensure RIC's TIP and all transportation projects contained within it comply with all requirements of the Clean Air Act (CAA), as amended and the State Implementation Plan (SIP).
- 6) Ensure RIC's TIP and all transportation projects contained within it comply with all Title VI and other requirements.
- 7) Maintain a federal, state, and local compliant TIP.
- 8) Maintain RIC's public participation and Title VI process as it relates to the TIP.

Work Activities:

- 1) Coordinate and receive candidate transportation improvement projects for inclusion in the TIP from the West Virginia Division of Highways, the Kanawha Valley Regional Transportation Authority, the West Virginia Division of Public Transit and other agencies and municipalities.



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- 2) Update the current TIP document, including the addition of amendments and adjustments.
 - 3) Update RIC's TIP transportation improvement projects database as needed.
 - 4) Provide proposed TIP amendments and accompanying project descriptions to RIC's Transportation Technical Advisory Committee (TTAC) and Policy Board for review and approval.
 - 5) Follow all transportation conformity requirements for proposed TIP Amendments.
 - 6) Review all proposed TIP amendments to ensure conformity with performance-based planning, Clean Air Act, Title VI and other requirements.
 - 7) Perform any other tasks other requirements.
 - 8) Publish legal notices within the Charleston Gazette-Mail advertising any proposed amendments to the TIP.
 - 10) Prepare an annual list of obligated projects.
 - 11) Maintain currently adopted TIP document and amendments list on the RIC website.
 - 12) Maintain updates to the RIC TIP equity analysis web-based tool on the RIC website.
 - 13) Implement eTIP agreement with Ecolnteractive.

Products:

- 1) TIP amendments, including new projects and administrative modifications that support current performance targets
- 2) Deployment of eTIP for public and internal users.
- 3) Publish legal notices in Charleston Gazette-Mail as required and on social media.
- 4) An up-to-date compliant TIP.
- 5) Annual listing of obligated projects
- 6) Publication of quarterly RIC TIP amendments lists on the RIC website
- 7) Maintain web-based component of RIC's current TIP on the RIC website



301426 Complete Streets

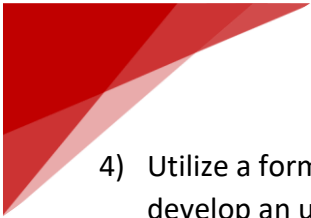
| 301426 | Complete Streets | Budget | Federal Share (100%) | WVDOT Local Share (0%) | RIC Local Share (0%) |
|-----------------|---------------------|-----------|----------------------|------------------------|----------------------|
| Direct Expenses | Salaries | \$12,000 | \$12,000 | \$0 | \$0 |
| | Fringe Benefits | \$7,355 | \$7,355 | \$0 | \$0 |
| | Contracted Services | \$206,000 | \$206,000 | \$0 | \$0 |
| | Travel | \$1,000 | \$1,000 | \$0 | \$0 |
| | Software | \$0 | \$0 | | |
| | *Other | \$0 | \$0 | \$0 | \$0 |
| | Total Direct | \$226,355 | \$226,355 | \$0 | \$0 |
| | Indirect | \$7,262 | \$7,262 | \$0 | \$0 |
| | Total Element | \$233,617 | \$233,617 | \$0 | \$0 |

Description:

Implement the Kanawha-Putnam Bicycle and Pedestrian Plan by the continuation of the RIC Bicycle and Pedestrian Advisory Committee (BPAC) to advise the RIC Transportation Technical Advisory Committee (TTAC) on issues specifically related to nonmotorized transportation. During FY 2026, RIC transportation staff will continue to facilitate quarterly meetings and activities of the RIC BPAC to promote bicyclists and pedestrian improvements throughout Kanawha and Putnam counties. RIC will provide technical and planning assistance to local communities as it relates to complete streets. RIC will contract to begin the update of the 2019 Kanawha-Putnam Bicycle and Pedestrian Plan, to be split between FY26 & FY27. RIC expects to receive a Land Use Valuation study conducted under the FY25 Complete Streets program in June of 2025, this study will allow RIC to help determine priorities for complete streets by reviewing valuation and costs in current conditions and connections between road designs, land use approvals and future changes based on differences identified. RIC will also initiate a Park Master Plan for a downtown superblock focusing on reconnecting the Village District to the Clay Center through a block currently used for surface parking along with potential adjacent street complete street redesign.

- 1) Ensure consistency between RIC’s Comprehensive Economic Development Strategy (CEDS) and local municipal comprehensive plans as it relates to transit-oriented development and movement that supports movement of bicyclists and pedestrians.
- 2) Assist with the development of and technically analyze local municipal comprehensive plans to strengthen the relationship between land use, economic vitality, transit-oriented development, and the movement of bicyclists and pedestrians.
- 3) Utilize Land Value study completed in FY25 to inform the development of a Complete Street Prioritization Plan that provides data on regional bicyclists and pedestrian traffic movements.



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- 4) Utilize a formal Request for Qualifications process (RFQ) to solicit for contracted services to develop an updated Active Transportation plan for the RIC MPO area.
 - 5) Develop a Master Plan for a Downtown Charleston Superblock to reconnect the Village district to the Clay Center area, including bike/ped paths, a park, consolidated intermodal facility and street redesign.

Work Activities:

- 1) Provide technical assistance to local municipalities in Kanawha and Putnam counties as it relates to bicyclist and pedestrian safety and accessibility.
- 2) Perform work in cooperation with KYOVA on transportation projects or plans that may impact or be located within the Putnam County portion of the Huntington TMA as it relates to transit rider, bicyclist, and pedestrian safety and accessibility.
- 3) Implement and integrate Transportation Performance Management practices into the RIC transportation planning program as appropriate as it relates to transit rider, bicyclist, and pedestrian safety and accessibility.
- 4) Assist in the development of the RIC Comprehensive Economic Development Strategy (CEDS) and local municipal comprehensive plans as it relates to transit-oriented development and movement that supports movement of bicyclists and pedestrians to ensure consistency.
- 5) Promote complete streets solutions to RIC's Congestion Management Process.
- 6) Review a list of congestion and crash hot spot locations and promote complete streets solutions.
- 7) Perform tasks to support the objectives of the Congestion Mitigation and Air Quality Improvement Program (CMAQ) and promote complete streets solutions.
- 8) Perform any other tasks to comply with the Infrastructure Investment and Jobs Act (IIJA), CAA, as amended, Title VI, and other requirements as necessary as it relates to complete streets.

Products:

- 1) Transportation planning assistance and technical support to local municipalities in Kanawha and Putnam counties as it relates to bicyclists and pedestrian safety and accessibility.
- 2) Comprehensive Economic Development Strategy (CEDS) and local comprehensive land use plans complete streets elements, including promoting mixed use development.
- 3) Continue updates for congestion and vulnerable road user crash hot spot location list to target for complete streets improvements.
- 4) RIC will issue RFQs to contract out additional safety studies to further implement RIC's Comprehensive Safety Action Plan (CSAP.) Safety studies will focus on including Complete Street designs and the Safe Systems Approach on recommended remedies.



301626 Database and GIS

| 301626 | Database and GIS | Budget | FHWA Federal Share | WVDOT Local Share | RIC Local Share |
|--------------------|------------------------|-----------|--------------------------|-------------------------|-----------------------|
| Direct Expenses | Salaries | \$27,500 | \$22,000 | \$2,750 | \$2,750 |
| | Fringe Benefits | \$16,855 | \$13,484 | \$1,686 | \$1,685 |
| | Contracted Services | \$0 | \$0 | \$0 | \$0 |
| | Travel | \$750 | \$600 | \$75 | \$75 |
| | Software | \$30,000 | \$24,000 | \$3,000 | \$3,000 |
| | *Other | \$12,000 | \$9,600 | \$1,200 | \$1,200 |
| | Total Direct | \$87,105 | \$69,684 | \$8,711 | \$8,710 |
| | Indirect | \$25,725 | \$20,580 | \$2,572 | \$2,573 |
| | Total Element | \$112,830 | \$90,264 | \$11,283 | \$11,283 |

Description:

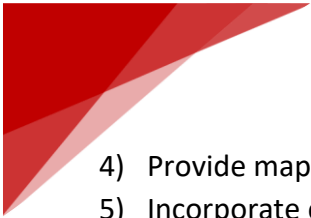
RIC Staff will continue to provide resources for GIS work for RIC member entities. RIC staff will include GIS work on internal products, provide GIS support to member entities with GIS support as required and requested, and improve staff GIS competency through continuing education.

- 1) Maintain transportation database.
- 2) Continue development and maintenance of GIS databases, including staffing, education, hardware, software, and data acquisition.
- 3) Maintain and update the RIC crash and traffic count database as needed.
- 4) Respond to census data requests, census mapping, and traffic count mapping requests from RIC staff, regional agencies, businesses, and the public.
- 5) Assist local governments with GIS-based mapping for the results of the 2020 Decennial Census.
- 6) Provide GIS-based analysis and mapping assistance to interagency partners.
- 7) Develop mapping and other GIS-based capabilities in support of the MTP update.

Work Activities:

- 1) Acquire data using GIS capabilities to update RIC's databases to analyze, interpret, and present transportation data as needed.
- 2) Continue staff training in GIS.
- 3) Upgrade hardware and software components as needed.



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- 4) Provide maps and data for RIC transportation planning activities and local governments as needed.
 - 5) Incorporate crash data, traffic volume, or other transportation data into RIC's databases.
 - 6) Coordinate with WVDOT on regional and statewide GIS activities.
 - 7) Provide GIS services and mapping to interagency partners.
 - 8) Update the RIC multi-modal crash database to coordinate with performance target reporting requirements or corridor or intersection studies as needed.
 - 9) Update census database and produce census data maps for RIC staff, regional agencies, and the public as requested.
 - 10) Assist local governments with Census data.

Products:

- 1) Updated maps as new data is acquired.
- 2) Additional GIS data layers as they become available or are developed by RIC staff.
- 3) GIS services and mapping for interagency partners.
- 4) Mapping, geospatial analysis and data presentation in support of the MTP update.
- 5) Travel demand model data visualization products.
- 6) Updated crash databases as data becomes available.
- 7) Updated roadway traffic count data and maps for RIC staff, regional agencies, and the public as requested.
- 8) Updated census data reports and maps as requested by RIC staff, regional agencies, businesses, and the public.

Rev A Update: Under the GIS category in Revision A additional staff salary and travel time was added for a mapping project sponsored by the City of Saint Albans. This project is 70% Federal, 10% State, and 20% local. Totals Reflect Blended actual amounts.



301726 General Transit

| 301726 | General Transit | Budget | FHWA Federal Share (80%) | WVDOT Local Share (10%) | RIC Local Share (10%) |
|--------------------|------------------------|----------|-----------------------------------|----------------------------------|--------------------------------|
| Direct Expenses | Salaries | \$5,649 | \$4,519 | \$565 | \$565 |
| | Fringe Benefits | \$3,463 | \$2,770 | \$346 | \$346 |
| | Contracted Services | \$0 | \$0 | \$0 | \$0 |
| | Travel | \$2,338 | \$1,870 | \$234 | \$234 |
| | Software | \$0 | \$0 | \$0 | \$0 |
| | *Other | \$0 | \$0 | \$0 | \$0 |
| | Total Direct | \$11,450 | \$9,160 | \$1,145 | \$1,145 |
| | Indirect | \$3,429 | \$2,743 | \$343 | \$343 |
| | Total Element | \$14,879 | \$11,903 | \$1,488 | \$1,488 |

Description:

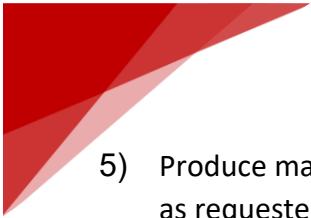
RIC Staff will coordinate with the Kanawha Valley Regional Transportation Authority (KRT) and other interagency partners to support transit services in the RIC MPO region.

- 1) Provide general transit planning services including transit performance-based planning.
- 2) Provide coordination, scheduling, hiring and training for personnel conducting surveys.
- 3) Provide public participation assistance to transit.
- 4) Provide technical assistance to transit agencies including, but not limited to, mapping, GIS analysis and facility location geocoding.
- 5) Provide intergovernmental review of Section 5310 Capital Assistance grant applications within the region.
- 6) Provide a forum for coordination and communication among regional transit providers.
- 7) Provide a 3-C transit planning process.
- 8) Maintain RIC's public participation and Title VI process as it relates to transit planning.
- 9) Carpool, vanpool, or ferry operational and feasibility planning.

Work Activities:

- 1) Perform transit planning tasks for transit agencies as requested.
- 2) Coordinate surveys for transit to analyze ridership trends and solicit public feedback as requested.
- 3) Coordinate with transit agencies and communities to relocate bus shelters and signs.
- 4) Coordinate and host public participation meetings for transit agencies at various locations as requested.



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- 5) Produce mapping and perform GIS analysis for transit agencies and regional paratransit agencies as requested.
 - 6) Coordinate with transit agencies to set and adopt transit-related performance targets. Ensure potential projects support achievement of performance targets.
 - 7) Perform intergovernmental reviews of Section 5310 Capital Assistance grant applications within the RIC area.
 - 8) Convene meetings of regional transit providers as needed to facilitate coordination and communication among them as needed.
 - 9) Provide a forum for discussions around transit at the RIC TTAC.
 - 10) Ensure compliant inclusion of transit agencies within the RIC TIP.
 - 11) Carpool, vanpool, or ferry operational and feasibility planning.
 - 12) Work with KRT on priorities to be included in the MTP Update.
 - 13) Seek funding opportunities for transit related planning to improve service, access, and potential options for different transit funding opportunities.

Products:

- 1) Technical assistance and support for general transit planning.
- 2) Ridership surveys, public meetings, and regional transit providers meetings as requested or to support grant applications.
- 3) Maps and GIS-based analyses for transit and paratransit agencies as requested.
- 4) Planning documents and projects that support transit performance targets.
- 5) Complete intergovernmental reviews of Section 5310 grant applications.
- 6) Maintenance of the Region III Public-Transit Coordinated Human Service Plan.
- 7) Maintenance of the transit provider listing on the RIC website.
- 8) Develop a prioritized financially feasible carpool or vanpool system.

Rev A Update – For the Transit Element additional Travel funding was added due to an opportunity for a training in Transit Network Design. This course will provide additional staff competence and ability to support KRT and other potential Transit operators within the RIC service area.



301826 Applied Research

| 301826 | Applied Research | Budget | Federal Share (80%) | WVDOT Local Share (10%) | RIC Local Share (10%) |
|-----------------|---------------------|-----------|---------------------|-------------------------|-----------------------|
| Direct Expenses | Salaries | \$75,000 | \$60,000 | \$7,500 | \$7,500 |
| | Fringe Benefits | \$45,967 | \$36,774 | \$4,597 | \$4,597 |
| | Contracted Services | \$0 | \$0 | \$0 | \$0 |
| | Travel | \$3,600 | \$2,880 | \$360 | \$360 |
| | Software | \$8,400 | \$6,720 | \$840 | \$840 |
| | *Other | \$17,000 | \$13,600 | \$1,700 | \$1,700 |
| | Total Direct | \$149,967 | \$119,974 | \$14,997 | \$14,997 |
| | Indirect | \$53,504 | \$42,803 | \$5,350 | \$5,350 |
| Total Element | | \$203,471 | \$162,777 | \$20,347 | \$20,347 |

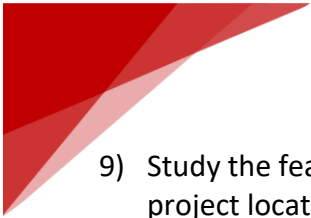
Description:

RIC Staff, including Staff Engineer, will conduct safety, corridor, complete streets, safety system approach and other technical studies as needed. The focus of this work group will be staff produced professional products requiring expertise in Transportation engineering and safety. Work on maintaining, adjusting and coordinating data from RIC’s prior and in progress Travel Demand Model for internal projects and interagency requests are included in this work element. RIC Staff will conduct additional training and certifications related to transportation engineering, including FE/PE study and testing, and certification compliance. Elements from RIC FY25 plan are maintained due to delay on onboarding appropriate staff in FY25.

Work Activities:

- 1) Identify crash, congestion, or air quality hot spots.
- 2) Conduct research on technology to improve performance measures.
- 3) Research and generate innovative and proven data and engineering solutions to improve performance measures.
- 4) Conduct technical engineering analysis on data and infrastructure.
- 5) Study and improve the travel demand model.
- 6) Test alternative performance measure and travel demand model scenarios.
- 7) Assess impact of specific projects on performance measures.
- 8) Technically analyze the CSAP, the System Performance Report, Congestion Mitigation Plan and implement solutions.



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- 9) Study the feasibility of proven safety countermeasures system wide and generate a prioritized project location map based on feasibility, project readiness, cost, equity, and performance measure impact.
 - 10) Generate planning level cost estimates, planning and environmental linkages, and planning level surveys.
 - 11) Amend and update the CSAP as needed.
 - 12) Create, update, and implement a plan for the Applied Research work element.
 - 13) Provide technical engineering assistance municipalities with self-evaluations, sidewalk inventories, and ADA transition plan and comprehensive plan development.
 - 14) Conduct studies and develop projects that promote the initiatives set forth by the Infrastructure Investment and Jobs Act (IIJA).
 - 15) Promote solutions by providing technical assistance to secure funding opportunities.
 - 16) Conduct intersection and corridor studies under contract with interagency partners.
 - 17) Continue Transportation Staff training in engineering and planning expertise.

Products:

The RIC Transportation Team will complete the following products.

- 1) Technical engineering assistance for ADA self-evaluations and comprehensive plans that strengthen the relationship between transportation, land use, and economic vitality.
- 2) A prioritized list of proven safety countermeasures to implement system wide including a GIS map of recommendations.
- 3) Develop area-specific studies to improve performance measures.
- 4) A well-researched and technically sound System Performance Report and work efforts to implement solutions.
- 5) A well-researched and technically sound Congestion Mitigation Plan and work efforts to implement solutions.
- 6) Continuous review and improvement of the RIC Comprehensive Safety Action Plan (CSAP) and work efforts to implement solutions.
- 7) System-wide and project locations technical engineering and data analysis, research, and feasible and innovative solutions.
- 8) Updated system crash analysis and location crash diagrams.
- 9) Planning level cost estimates, planning and environmental linkages, and planning level surveys for prioritized projects.

Rev A Update – Travel budget was updated with actual cost of ITS Conference.





Section 2: Memorandum of Complete Streets Planning Local Match Waiver

