



COMPASS
COMMUNITY PLANNING ASSOCIATION
of Southwest Idaho

Working together to plan for the future

FY2015 Unified Planning Work Program and Budget

Report No. 13-2014

Adopted by the COMPASS Board on August 18, 2014

Resolution No. 11-2014

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FY2015 Unified Planning Work Program and Budget

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FY2015 UNIFIED PLANNING WORK PROGRAM and BUDGET

INTRODUCTION

The development of the Community Planning Association of Southwest Idaho's (COMPASS) Unified Planning Work Program and Budget includes COMPASS Board involvement and acceptance of the Planning Factors and Program Objectives as identified within this document. COMPASS serves as the metropolitan planning organization for Ada and Canyon Counties in Southwest Idaho.

The following steps represent the review process and adoption of this document:

- The Finance Committee, a standing committee of the COMPASS Board, reviews the financial information contained in the Unified Planning Work Program and Budget, and presents a recommendation to the COMPASS Board.
- The Unified Planning Work Program and Budget is then presented to the full Board for adoption. With formal adoption, the Unified Planning Work Program and Budget is forwarded to the Idaho Transportation Department and the Federal Highway Administration for approval.

The FY2015 Unified Planning Work Program and Budget consists of four parts:

- Detailed descriptions by Program Number;
- Financial budget documents that address the components by funding sources and expenditures. These documents include: Revenue and Expense Summary, Expenses by Work Program Number and Funding Source, Direct Expense Summary, Indirect Operations and Maintenance Expense Summary, and the Workday Allocation;
- A Transportation Supplement showing funding sources for Valley Regional Transit, the public transportation authority for Ada and Canyon counties; and
- Documentation of other significant transportation planning projects occurring within the COMPASS planning area.

The *COMPASS FY2015-2017 Strategic Plan*¹ outlines the organization’s vision, mission, values, and goals, and guides decisions on allocating resources through the UPWP to achieve those goals. Objectives outlined in the strategic plan are listed below. Each objective lists which program(s) include tasks pertaining to that objective. Specific tasks are described in individual program worksheets. Accomplishments relating to the objectives outlined below will be highlighted in the COMPASS annual report in October 2015².

Goal	Objective	Description	Fiscal Year(s)	Program
Communication and Public Awareness	1.1	Develop an integrated communications plan	2014 2015	653: Communication and Education
Communication and Public Awareness	1.2	Implement integrated communications plan	2015 2016 2017	653: Communication and Education
Communication and Public Awareness	1.3	Initiate work to evaluate the effectiveness of the integrated communications plan	2015	653: Communication and Education
People and Structure	2.1	Evaluate the effective use of agency resources to provide the best value for members	2014 2015 2016 2017	601: UPWP Budget Development and Monitoring 990: Operations
People and Structure	2.2	Increase knowledge and skill sets of existing staff to remain on the cutting edge of best practices and technologies in planning and related fields	2014 2015 2016 2017	801: Staff Development 990: Operations
People and Structure	2.3	Develop and promote leadership skills and professional development for COMPASS Board members and staff	2014 2015 2016 2017	801: Staff Development 990: Operations
People and Structure	2.4	Review Board and committee structure, bylaws, and practices and recommend ways to improve efficiencies	2014	820: Committee Support
Planning Excellence and Collaboration	3.1	Establish quarterly meetings with member agency staff to enhance communication outside of a formal committee structure	2014 2015 2016 2017	701: General Membership Services
Planning Excellence and Collaboration	3.2	Facilitate the sharing of data and information	2014 2015 2016 2017	620: Growth and Transportation System Monitoring 653: Communication and Education 701: General Membership Services 862: Regional Data Center

¹ www.compassidaho.org/documents/people/Final_2015_2017_Strategic_Plan_Dec2013.pdf

² www.compassidaho.org/people/annualreports.htm

Goal	Objective	Description	Fiscal Year(s)	Program
Products and Services	4.1	Lead a process to coordinate local land use planning, transportation planning, and development (mirrors <i>Communities in Motion 2040</i> Goal 2.1)	2015 2016 2017	620: Growth and Transportation System Monitoring 661: <i>Communities in Motion</i>
Products and Services	4.2	Implement adopted plans	2014 2015 2016 2017	601: UPWP Budget Development and Monitoring 653: Communication and Education 661: <i>Communities in Motion</i> 685: Transportation Improvement Program 801: Staff Development All programs: Strategic Plan
Products and Services	4.3	Establish a process for integrating tasks identified in <i>Communities in Motion</i> into the Unified Planning Work Program (UPWP)	2014 2015 2016 2017	601: UPWP Budget Development and Monitoring 661: <i>Communities in Motion</i>
Products and Services	4.4	Update planning documents	2014 2015 2016 2017	601: UPWP Budget Development and Monitoring 653: Communication and Education 661: <i>Communities in Motion</i> 685: Transportation Improvement Program

COMPASS BOARD AGENDA ITEM VIII-A

Date: August 18, 2014



Topic: FY2015 Unified Planning Work Program and Budget (UPWP)

Background/Summary:

The Finance Committee recommended Board approval of the attached FY2015 UPWP at its June 19, 2014, meeting.

The FY2015 UPWP includes the following assumptions:

Revenue:

- No planned increase in membership dues from FY2014, except for the addition of a new member.
- Projections for Consolidated Planning Grant reflected in the Regional Transportation Improvement Program.
- Continue with \$306,705 off-the-top STP-TMA Funds, as approved by the COMPASS Board on April 19, 2010.
- Use of STP-TMA Funds for the household travel survey.
- Second of three years of funding from Idaho Department of Environmental Quality and the Ada County Air Quality Board for air quality outreach.
- Use of \$264,071 of fund balance to cover preliminary estimate of shortfall.

Expense:

- Salary line item includes a 3% merit pool, the distribution of which will be determined by the Executive Director.
- Fringe line item reflects anticipated savings from change in health plan to be effective January 1, 2015.
- Indirect expenses decrease slightly, by 1.3%, reflecting ongoing efforts to gain efficiencies.
- Direct expenses include:
 - \$350,000 for the household travel survey;
 - \$94,000 for the purchase and installation of travel time data collection devices;
 - \$61,500 set aside for the planned FY2016 orthophotography project;
 - \$50,000 for the second year of *Communities in Motion* implementation grant funding;
 - and \$40,000 for operational costs of the regional data center.

Request/Recommendation:

Adopt Resolution 11-2014 approving the FY2015 Unified Planning Work Program and Budget.

Implication (policy and/or financial):

In order to use federal aid funds, a COMPASS Board approved UPWP must be submitted to the Idaho Transportation Department, the Federal Highway Administration and Federal Transit Administration by September 1, 2014.

More Information:

- 1) Attachments: Resolution 11-2014
 Introduction
 Planning Factors
 Program Worksheets
 Financial Worksheets
 Transportation Supplement

For detailed information contact: Megan Larsen, Director of Operations, at 475-2228 or mlarsen@compassidaho.org.

ML:nb T:\Operations\Accounting & Reporting\UPWP\FY 2015\To Board – Aug 2014\1. FY15UPWP Board Memo

RESOLUTION NO. 11-2014

**FOR THE PURPOSE OF APPROVING FY2015 UNIFIED PLANNING
WORK PROGRAM AND BUDGET**



COMPASS
COMMUNITY PLANNING ASSOCIATION
of Southwest Idaho

WHEREAS, federal transportation planning guidelines under Title 23CFR require development of a Unified Planning Work Program that shows the programming of federal funds and includes references to all transportation planning efforts regardless of funding sources as a condition of receiving federal planning funds;

WHEREAS, the Community Planning Association of Southwest Idaho staff prepared the draft FY2015 Unified Planning Work Program and Budget and submitted it to the Finance Committee for their review; and

WHEREAS, the Community Planning Association of Southwest Idaho desires to incorporate final funding and program allocations in the Unified Planning Work Program and Budget prior to the beginning of FY2015.

NOW, THEREFORE, BE IT RESOLVED, that the Community Planning Association of Southwest Idaho Board of Directors adopts the FY2015 Unified Planning Work Program and Budget, including reference to all transportation planning studies;

BE IT FURTHER RESOLVED, that the Community Planning Association of Southwest Idaho assures the appropriate necessary local matching funds are budgeted for the Unified Planning Work Program and Budget, Federal Transit Administration grants, Federal Highway Administration grants and all other grants and contracts as noted in the FY2015 Unified Planning Work Program and Budget of the Community Planning Association of Southwest Idaho, a copy of which is attached hereto and incorporated as an integral part of the Resolution; and

BE IT FURTHER RESOLVED, that the Executive Director is authorized to submit all related grant and contract applications, and sign all necessary documents for grant and contract purposes.

DATED this 18th day of August 2014.

APPROVED:

By: ccc n. rt
Charles Rountree, Chair
Community Planning Association of
Southwest Idaho Board of Directors

ATTEST:

By: Matthew J. Stoll
Matthew J. Stoll, Executive Director
Community Planning Association of
Southwest Idaho

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2015 UNIFIED PLANNING WORK PROGRAM
PLANNING FACTORS**

Work Program Number	Work Program Description	Support economic vitality of metropolitan area	Increase the safety and security of the transportation system for motorized and non-motorized users	Increase the accessibility and mobility options available to people and for freight	Protect and enhance the environment, promote energy conservation, and improve the quality of life	Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight	Promote efficient system management and operation	Emphasize the preservation of the existing transportation system
601	UPWP Budget Development and Monitoring						x	
605	Multi-Modal Planning	x	x	x	x	x	x	x
620	Growth and Transportation System Monitoring	x	x	x	x	x	x	x
647	Regional Growth Issues and Options	x			x		x	
653	Communications and Education				x		x	
661	<i>Communities in Motion</i>	x	x	x	x	x	x	x
685	Regional Transportation Improvement Program	x	x	x	x	x	x	x
692	Regional Asset and Resource Maintenance Report					x	x	x
693	Grant Research and Assistance	x			x		x	
701	General Membership Services	x	x	x	x	x	x	x
702	Air Quality Outreach				x			
703	General Public Services						x	
705	Transportation Liaison Services						x	
720	State Street Corridor Implementation	x	x	x	x	x	x	x
760	Legislative Services	x	x	x	x	x	x	x
761	Blueprint for Good Growth	x	x	x	x	x	x	x
801	Staff Development						x	
820	Committee Support						x	
836	Regional Travel Demand Model	x		x	x	x	x	
838	On-Board Transit and Household Travel Survey	x	x	x	x	x	x	x
842	Congestion Management System Process	x	x	x	x	x	x	x
860	Geographic Information System Maintenance						x	
862	Regional Data Center Implementation		x	x		x	x	
990	Direct Operations & Maintenance						x	
991	Support Services Labor						x	

**ANNUAL METROPOLITAN TRANSPORTATION PLANNING PROCESS
SELF-CERTIFICATION**

In accordance with 23 CFR 450.334, the Idaho Transportation Department and the Community Planning Association of Southwest Idaho (COMPASS), designated metropolitan planning organization for the Northern Ada County Transportation Management Area and Nampa Urbanized Area, hereby certify that the COMPASS transportation planning process addresses the major issues in the metropolitan planning areas and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- (2) In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

COMMUNITY PLANNING ASSOCIATION
OF SOUTHWEST IDAHO

IDAHO TRANSPORTATION DEPARTMENT



Signature



Signature

Executive Director

Title

Planning Services Engineer

Title

August 20, 2014

Date

9/9/2014

Date

PROGRAM WORKSHEETS

PROGRAM NO.	601			CLASSIFICATION:	Project
TITLE:	UPWP Budget Development and Monitoring				
TASK / PROJECT DESCRIPTION:	Monitor and amend, as necessary, the FY2015 Unified Planning Work Program and Budget (UPWP) and related transportation grants for the metropolitan planning organization (MPO). Develop and obtain Board approval for the FY2016 UPWP. Attain compliance on all federal requirements of transportation planning implemented under applicable federal transportation bills.				
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	The UPWP is a comprehensive work plan that coordinates federally funded transportation planning and transportation related planning activities in the region and identifies the related planning budget.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.314 -- Metropolitan transportation planning process: Unified planning work programs. (a) In Transportation Management Areas (TMA), the MPOs in cooperation with the state and operators of publicly owned transit shall develop UPWPs that meet the requirements of 23 CFR part 420, subpart A. Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 2.1, evaluate the effective use of agency resources to provide the best value for members; 4.2, implement adopted plans; 4.3, establish a process for integrating tasks identified in <i>Communities in Motion</i> into the UPWP; and 4.4, update planning documents.				
FY2015 BENCHMARKS					
MILESTONES / PRODUCTS					
FY2015 UPWP					
Process and track revenues and expenditures for the FY2015 UPWP and related transportation grants. Process required state and local agreements and other required paperwork for transportation grants.					Ongoing As Needed
Process and obtain Board approval of FY2015 UPWP revisions					
Distribute revisions of the FY2015 UPWP to the Idaho Transportation Department for tracking purposes. Distribute revisions of the FY2015 UPWP to the Federal Highway Administration and the Federal Transit Administration for approval.					As Needed As Needed
FY2016 UPWP Development					
Develop process and schedule for the FY2016 UPWP. Solicit membership input on possible transportation planning projects and associated needs for FY2016. Submit initial revenue assessment for FY2016 to the Finance Committee for input. Obtain Board approval on FY2016 general and special membership dues.					Oct Nov-Jan Mar Apr
Present FY2016 UPWP					
Present draft FY2016 UPWP to Finance Committee for input and feedback. Present draft FY2016 UPWP to Finance Committee for approval. Submit FY2016 UPWP to Board for adoption. Submit and obtain approval from Federal Highway Administration of FY2016 UPWP. Distribute FY2016 UPWP to the Idaho Transportation Department and Federal Transit Administration.					May Jun Aug Aug Aug
Track federal requirements as related to Self-Certification					
Compliance with federal requirements.					Ongoing
Track federal requirements as related to Transportation Improvement Program and the Regional Long-Range Transportation Plan					
Document and prepare for Federal Certification Review. Monitor federal changes through the Federal Register.					Ongoing Ongoing
LEAD STAFF:	Megan Larsen				
END PRODUCT:	FY2015 UPWP revisions; FY2016 UPWP; Self-Certification; Maximize funding opportunities.				
					Expense Summary
					Total Workdays: 217
					Salary \$ 80,224
					Fringe 30,100
					Overhead 14,055
					Total Labor Cost: \$ 124,379
ESTIMATED DATE OF COMPLETION:				September-2015	
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	
CPG	\$ 28,544	\$ 10,029		\$ 38,573	Member Agencies
STP-TMA			76,676	76,676	Federal Highway Administration
k#12373					Federal Transit Administration
STP-Urban(PL)					
Local	6,756	2,374		9,129	
Other					
Total:	\$ 35,300	\$ 12,403		\$ 124,379	
					Total Direct Cost: \$ -
					Total Cost: \$ 124,379
					601

PROGRAM NO.	605	CLASSIFICATION:	Project		
TITLE:	Multi-Modal Planning				
TASK / PROJECT DESCRIPTION:	Collect and maintain existing and planned multi-modal service data (e.g., GIS data/maps, routes, bus stops, vanpools, bike and pedestrian facilities, pathways, and other multi-modal facilities and amenities); Update performance metrics for the Transportation Service Coordination plan/3D Local Mobility Management Network Plan (3D LMMN Plan); Provide multi-modal service analysis support and technical assistance including Complete Streets Level of Service (CSLOS) model and maps and Health Impact Assessments. Collect regional pathways data and develop regional pathways integration plan.				
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	COMPASS will provide technical assistance for multi-modal transportation programs consistent with Federal Transit Administration requirements. COMPASS will provide technical assistance in the evaluation of existing data resources, as well as collecting new data to be used to analyze the existing and planned regional multi-modal system.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Under Title 49 U.S.C 5307, Transportation Management Areas are required to comply with Chapter V of FTA circular C 4702.1A "Title VI and Title VI-Dependent Guidelines for Federal Transit Administration Recipients." Also, funding priorities need to be identified in locally derived "service coordination plans." Federal Requirements: Metropolitan planning organizations are required to include analysis of "pedestrian walkways and bicycle facilities" [23 CFR 450.322]. Certification Review: The scope and application of the Congestion Management Plan should be expanded to provide for the evaluation of alternative modes of transportation (e.g., bus Transportation Systems Management/Transportation Demand Management measures, walking, and biking). [Transportation Planning Certification Review, 2010, p. viii]				
FY2015 BENCHMARKS					
MILESTONES / PRODUCTS					
Maintain Multi-Modal Service Database Maintain current multi-modal services in GIS format. Maintain routes, bus stops, vanpools, bike and pedestrian facilities, and other multi-modal facilities and amenities in GIS format. Collect data for park and ride inventory, use and need.			Ongoing Ongoing March-April		
3D LMMN Plan Development for MPO Area Develop an annual report format to monitor and track the performance of projects and programs funded through the Service Coordination Plan, based on goals and outcomes identified through the plan. Collect supporting data to compile the planning document and prepare the report			Nov-Dec January-Sept		
Multi-Modal Service Analysis Assist in establishing and conducting evaluation of Title VI low income and minority service change impacts and analysis. Update/Analyze Longitudinal Employer Household Dynamics (LEHD) data to target potential vanpool services. Provide technical report for evaluating park and ride inventory, use and need (integrate with Congestion Management Report). Provide transit level of service analysis for regional transit system.			Ongoing Ongoing May-June Ongoing		
Bike and Pedestrian Data collection Data collection peer review. Research potential collection technologies; including cost estimates, accuracy, preferred uses, and value. Select technology and deployment strategies for the region.			Oct-Dec Dec-Aug		
Complete Streets Level of Service Data (CSLOS) Coordinate data with member agencies. Provide CSLOS scores for review of land use applications, comprehensive plan updates, and other plans. Complete Intersection model for CIM corridors. Update CSLOS scores to include both peak-hour and daily LOS.			Ongoing As needed Oct-Apr June-Sept		
Health Impact Assessment Develop applications for Health Impact Assessments grants. Conduct feasibility of developing standards for Health Impact Assessments use and protocols.			As needed Oct-May		
Regional Pathways Plan Define desired scope and outcome for project and complete collection of all plans, projects, ordinances. Assess status of pathways within each jurisdiction and define connections between planned systems. Define implementation strategies for obtaining right-of-way and adopt plan and integrate into member agencies' plans/codes.			Oct-Dec Jan-March March-Sept		
LEAD STAFF:	Walt Satterfield		Expense Summary		
END PRODUCT: Maintain and update GIS data to enhance regional multi-modal system performance. Completion of the Transportation Service Coordination Plan performance report. Provide updated maps and data to ACHD Commuteride and Valley Regional Transit for targeting vanpool resources using LEHD data. Report on recommended Bike and pedestrian technologies and methodologies. CSLOS scoring for land use proposals, comprehensive plan changes, and corridor studies; and Bicycle and pedestrian counts, modeling, and regional map and Health Impact Assessment grant standards and applications. Development of regional pathways integration plan.			Total Workdays: 334		
			Salary \$ 106,052 Fringe \$ 39,790 Overhead \$ 18,580		
			Total Labor Cost: \$ 164,421		
ESTIMATED DATE OF COMPLETION:			September-2015		
Funding Sources			Participating Agencies		
	Ada	Canyon	Special	Total	Valley Regional Transit
CPG	\$120,283	\$42,262		\$162,545	ACHD Commuteride
STP-TMA					Other Member Agencies
k#12373					Federal Transit Administration
STP-Urban(PL)					Federal Highways Administration
Local	\$9,528	\$3,348		\$12,876	Health Districts
Other					University of Idaho
					Bike/Pedestrian Committees
Total:	\$129,812	\$45,609	\$0	\$175,421	
					Total Direct Cost: \$ 11,000
					605 Total Cost: \$ 175,421

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PROGRAM NO.	620				CLASSIFICATION:	Project
TITLE:	Growth and Transportation System Monitoring					
TASK / PROJECT DESCRIPTION:	To collect and update growth and demographic data, including building permits, preliminary plats, employment estimates, and population estimates. This program will result in five main products: a Development Monitoring Report, a Performance Monitoring Report, an annual population estimate, employment estimates, and census data and training. Population estimates are developed each year for use in setting COMPASS member dues. The estimates are also posted on the COMPASS website and are used by many member agencies and citizens. Estimates are based on residential building permits and factored by vacancy rates and household sizes. The project includes mapping and distribution of census data and support for member agencies in using census information, including training on census data and tools.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Tracking and monitoring growth and system demands are critical to several planning efforts. <i>Communities in Motion</i> , as well as other corridor, subarea, and alternative analysis plans depend on accurate data and assumptions about current and future transportation, housing, and infrastructure demands. In addition, the travel demand model requires current and accurate housing and employment data. Accessing, mapping, and disseminating census data and providing training to member agencies provides member agency staff with necessary data and tools for studies, grants, and other analyses, and is an often requested member service.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>Federal Code 23 CFR § 450.322 (f) -- Long range plans require valid forecasts of future demand for transportation services that are based on existing conditions that can be included in the travel demand model. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan..."</p> <p>Certification review stated: "The Plan update should include the establishment of an ongoing monitoring activity to track the implementation of Plan goals at the local level." [Transportation Planning Certification Review, vi].</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 3.2., facilitate the sharing of data and information; and 4.1, lead a process to coordinate local land use planning, transportation planning, and development.</p>					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
Development Monitoring Report Collect and geocode building permit data. Produce archived data for Development Monitoring Report Complete 2015 Development Monitoring Report.						Ongoing Oct-Jan Feb
Performance Monitoring and Analysis Report Continue tracking data. Maintain online dashboard. Develop archived data for online dashboard. Development of additional performance measures and targets. Participate in MAP-21 performance measures rule-making. Implement MAP-21 requirements for performance measurement and reporting.						Ongoing Ongoing Ongoing Oct-Apr Ongoing Ongoing
Population Estimates Allocate building permits by city limits, highway districts, and Traffic Analysis Zones (TAZ). Evaluate vacancy rate and household size sources and data. Update population by current corporate limits for cities within Ada and Canyon Counties. Demographic Advisory Committee review of 2015 Population Estimates. Board review and acceptance of 2015 Population Estimates.						Jan Jan Jan Feb March
Employment Data Receive 2014 employment data. Match and geocode employment data and map results.						Oct Oct-Jan
Census Liaison/Clearinghouse Integrate census data in related projects. Respond to member requests for census data. Host census training. Complete the Census Boundary and Annexation Survey (BAS).						Ongoing Ongoing April June
LEAD STAFF: Carl Miller					Expense Summary	
END PRODUCT: Six main products: 1) Development Monitoring Report; 2) Performance Monitoring Report; 3) Development Tracking Report; 4) Population estimates by city jurisdiction, county rural, and highway district boundaries; 5) Employment estimates; and 6) Census data and training.					Total Workdays: 197	
					Salary \$ 58,476	
					Fringe 21,940	
					Overhead 10,245	
					Total Labor Cost: \$ 90,660	
ESTIMATED DATE OF COMPLETION: September-2015					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total		
CPG	\$63,364	\$22,263		\$85,627	Member Agencies	
STP-TMA					Other Local Governments	
k# 12373						
STP-Urban(PL)					Equipment Purchases 1,000	
Local	5,019	1,764		6,783	Travel / Education 500	
Draw from Fund				-	Printing 250	
Balance					Public Involvement Meeting Support	
					Other	
					Total Direct Cost: \$ 1,750	
Total:	\$ 68,383	\$ 24,027	\$ -	\$ 92,410	620	Total Cost: \$ 92,410

PROGRAM NO.	647				CLASSIFICATION:	Project	
TITLE:	Regional Growth Issues and Options						
TASK / PROJECT DESCRIPTION:	To achieve a more diverse, explainable, coordinated, and open approach to revise the <i>Communities in Motion</i> (CIM) 2040 Vision by tracking entitled developments and projecting and allocating future regional growth to improve COMPASS' travel demand forecasting and assist in regional decision-making.						
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	CIM forecasts are an integral component to the travel demand forecast, and forecasts are used by local governments for various infrastructure and service capacity planning projects. Growth forecasting supports ACHD's impact fee program, is necessary to conduct an air quality conformity determination for the Regional Transportation Improvement Program and regional long-range transportation plan, supports review of proposed developments and traffic impact studies. This program would provide the necessary background information, including local economic and demographic conditions and national trends, needed to produce a regional population and employment forecast.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f) -- Long-range plans require valid forecasts of future demand for transportation services, which are based on existing conditions that can be included in the travel demand model. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."						
FY2015 BENCHMARKS							
MILESTONES / PRODUCTS							
Regional Population and Employment Forecast Produce population and employment forecast data. Present population and employment forecast options to the Demographic Advisory Committee. Present official CIM 2045 population and employment forecast to the Board.							Oct Oct Nov
Regional Employment and Population and Employment Allocation Conduct comparison of CIM 2040 forecast and development tracking data. Develop land use typology guidebook. Review CIM 2040 forecast and typology data with member agencies. Update Buildout Analysis. Integrate development tracking into CIM 2045 forecast. Produce 2045 CIM forecast allocations by Transportation Analysis Zones, demographic areas, and city areas of impact. Present CIM 2045 allocation to the Demographic Advisory Committee. Present CIM 2045 allocation to Board for approval. Create CIM 2045 Vision Map and report CIM 2045 allocation on website.							Oct-Nov Oct-Nov Jan Feb Jan-Feb Feb March Apr May
Update Development Tracking System Maintain development tracking data (preliminary plats and entitled developments). Update vacant lot inventory. Produce CIM 2040 Development Tracking report. Present CIM 2040 Development Tracking report to the Demographic Advisory Committee and include the report in the Performance Monitoring Report. Integrate the report in the Performance Monitoring Report. Evaluate City Area of Impact Requests.							Ongoing Ongoing Feb March June Ongoing
LEAD STAFF:	Carl Miller						
END PRODUCT:	Update of <i>Communities in Motion</i> population and employment forecasts and allocation for <i>Communities in Motion 2045</i> and evaluation of City Area of Impact revisions.						
					Expense Summary		
					Total Workdays: 153		
					Salary \$ 50,093		
					Fringe 18,795		
					Overhead 8,776		
					Total Labor Cost: \$ 77,664		
ESTIMATED DATE OF COMPLETION:					September-2015		
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies		
CPG	\$ 54,282	\$ 19,072		\$ 73,354			
STP-TMA k#12373							
STP-Urban(PL)							
Local	4,300	1,510		5,810			
Draw from Fund Balance							
Total:	\$ 58,582	\$ 20,582	\$ -	\$ 79,164			
					DIRECT EXPENDITURES:		
					Professional Services \$ 1,500		
					Legal / Lobbying		
					Equipment Purchases		
					Travel / Education		
					Printing		
					Public Involvement		
					Meeting Support		
					Other		
					Total Direct Cost: \$ 1,500		
					647	Total Cost: \$ 79,164	

PROGRAM NO.	653			CLASSIFICATION:	Project	
TITLE:	Communication and Education					
TASK / PROJECT DESCRIPTION:	The Communication and Education task broadly includes external communications, public relations, public involvement, public education, and ongoing Board education. Specific elements of the task include managing the ongoing COMPASS education series, the annual COMPASS 101 workshop, periodic Board workshops, and the Leadership in Motion awards program; writing the annual report, <i>Keeping Up With COMPASS</i> newsletter, brochures, web content, news releases, and other documents; supporting the Public Participation Committee; and representing COMPASS at open houses and other events.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	The Communication and Education program helps COMPASS facilitate public involvement in, and understanding of, transportation and related planning efforts by planning and implementing an integrated communications/education and public involvement strategy.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>Federal Code 23 CFR § 450.316 -- requires public input and involvement in MPO planning activities. Public involvement for specific programs (e.g., Regional Transportation Improvement Program, regional long-range transportation plan) is planned/budgeted under those programs. The Communication and Education task supports that outreach and involvement through developing /updating the COMPASS Public Involvement Policy every three years, coordinating outreach efforts, and providing more general (not program specific) opportunities for the public to learn about transportation, planning, financial, and related issues, to make them better able to provide input into COMPASS programs and projects.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 1.1, develop an integrated communications plan; 1.2, implement integrated communications plan; 1.3, initiate work to evaluate the effectiveness of the integrated communication plan; 3.2, facilitate the sharing of data and information; 4.2, implement adopted plans; and 4.4, update planning documents.</p>					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
General						
Continue work with media -- set up interviews, develop story ideas, respond to inquiries, write/distribute news releases.					Ongoing	
Support work of Public Participation Committee.					Ongoing	
Plan/develop Board notebook and other educational opportunities.					Ongoing	
Provide outreach/public speaking support and training to staff.					Ongoing	
Update COMPASS Public Involvement Policy.					May-Sept	
Develop tools such as electronic and print materials designed for most effective means of communication						
Maintain and enhance COMPASS website and social media opportunities (Facebook, blog, etc.).					Ongoing	
Continually update COMPASS website to keep content up to date; continue to track COMPASS website traffic.					Ongoing	
Develop FY2015 annual report.					Jul-Sep	
Write and distribute monthly <i>Keeping Up With COMPASS</i> newsletter and monthly update handout.					Ongoing	
Education and community outreach						
Develop and implement FY2014 public education series to include five speakers; focus on funding needs as primary topic.					Jan-Jun	
Support and collaborate with other agencies' outreach and education efforts and programs.					Ongoing	
Participate in community events to share planning-related information.					Ongoing	
Attend/support member agencies at public meetings.					Ongoing	
Manage/support <i>Leadership in Motion</i> awards program.					Fall	
Plan and host annual "COMPASS 101" workshop.					Jan - Feb	
Integrated Communication Plan						
Develop integrated communications plan.					Oct - Apr	
Implement integrated communications plan.					Apr-Sept	
Execute a statistically significant random household survey to establish baseline data for evaluating effectiveness of integrated communications plan.					May-Sept	
Develop report summarizing results of survey.					Sept	
Transportation Funding Outreach Campaign						
Develop catchy slogan and graphic to use as unifying elements.					Oct	
Purchase radio air time (traffic sponsorships and other).					Oct-Feb	
(Other portions of the outreach campaign are covered above with media, social media, education series, etc.).						
LEAD STAFF:	Amy Luft				Expense Summary	
END PRODUCT:	Public involvement in, and understanding of, transportation planning and related issues.					
					Total Workdays: 186	
					Salary	\$ 68,431
					Fringe	25,675
					Overhead	11,989
					Total Labor Cost: \$ 106,095	
ESTIMATED DATE OF COMPLETION: September-2015						
Funding Sources				Participating Agencies		DIRECT EXPENDITURES:
	Ada	Canyon	Special	Total		Professional Services \$ 54,500
CPG				\$ -	Highway Districts	Legal / Lobbying -
STP-TMA					Member Agencies	Equipment Purchases -
k#12373					Federal Highways Administration	Travel / Education -
STP-Urban(PL)					Idaho Transportation Department	Printing -
Local	146,091	51,329		197,420	Valley Regional Transit	Public Involvement 34,400
Other					Department of Environmental Quality	Meeting Support 1,425
					Ada County Air Quality Board	Other 1,000
Total:	\$ 146,091	\$ 51,329		\$ 197,420		Total Direct Cost: \$ 91,325
					653	Total Cost: \$ 197,420

PROGRAM NO.	661			CLASSIFICATION:	Project	
TITLE:	Communities in Motion					
TASK / PROJECT DESCRIPTION:	This project encompasses the elements necessary to prepare a regional long-range transportation plan, as required by the current federal transportation bill "Moving Ahead for Progress in the 21st Century" (MAP-21). This project follows the scope of work and schedule recommended by the Regional Technical Advisory Committee and approved by COMPASS Board in September 2014.					
PURPOSE, SIGNIFICANCE AND REGIONAL VALUE:	Communities in Motion (CIM) is the regional long-range transportation plan for Ada and Canyon Counties and offers transportation solutions for the next 25 years. The plan is developed in cooperation with member agencies, local governments and the Idaho Transportation Department by a continuing, cooperative, and comprehensive metropolitan planning process. This project integrates existing COMPASS models (including the travel demand model, complete streets level of service model, economic impact model, environmental suitability, housing suitability, and performance-based scenario model) and performance tracking. This performance- and outcome-based planning will help guide resources to infrastructure and service projects that collectively will help achieve the regional (CIM) goals, as well as MAP-21 goals.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>Federal Code 23 CFR § 450 -- requires that the regional long-range transportation plan be updated every four years in areas with more than 200,000 people or with air quality issues. Since the area meets the test on both criteria, a new plan has to be adopted by 2018.</p> <p>23 USC 150-- establishes national goals and a performance program, in consultation with stakeholders, including metropolitan planning organizations. The purpose is to provide a means to the most efficient investment of federal transportation funds.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 3.2., facilitate the sharing of data and information; 4.1, lead a process to coordinate local land use planning, transportation planning, and development; 4.2, implement adopted plans; 4.3, establish a process for integrating tasks identified in CIM into the UPWP; and, 4.4, update planning documents.</p>					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
Key Elements						
Produce and distribute CIM 2040 document.					Oct-Nov	
Meet with individual member agencies as they adopt CIM 2040.					Oct-Dec	
Conduct meetings/ongoing work with COMPASS members and advisory committees.					Ongoing	
Prepare public involvement plan for CIM 2045.					Oct-Dec	
Work with member agencies to compile financial information for 2045 forecast.					Oct-Dec	
Incorporate demographic forecast into CIM 2045 Vision.					May-July	
Develop performance analysis tool and method.					Oct-Apr	
Analyze performance trends.					Apr-Sep	
Update functional classification map.					Oct-June	
Conduct farm freight study.					Oct-Sep	
Develop future transportation scenarios based on CIM 2045 demographic forecast and CIM 2045 Vision.					Apr-Sep	
Administer grant implementation program and regional implementation strategies.					Oct-Sep	
Evaluate timing and scope of next phase of Treasure Valley High Capacity Transit Study.					Apr-June	
Monitor and participate in MAP-21 rulemaking.					Ongoing	
Share best practices.					Ongoing	
Integrate plans, synchronize project implementation.					Ongoing	
LEAD STAFF:	Liisa Itkonen				Expense Summary	
END PRODUCT:	Updated vision, public involvement plan, performance analysis tool/model, and financial and other data for the regional long-range transportation plan update, looking out to year 2045, and due to the COMPASS Board for adoption in 2018.				Total Workdays: 705	
					Salary	\$ 241,939
					Fringe	90,774
					Overhead	42,386
					Total Labor Cost:	\$ 375,099
ESTIMATED DATE OF COMPLETION: September-2015						
DIRECT EXPENDITURES:						
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Professional Services	\$ 50,000
CPG	\$ 247,085	\$ 86,814		\$ 333,899	Legal / Lobbying	
STP-TMA			76,676	76,676	Equipment Purchases	
k#12373					Travel / Education	
STP-Urban(PL)					Printing	10,000
Local	24,067	8,457		32,524	Public Involvement	8,000
Other				-	Meeting Support	
					Other (BSU Intern)	
Total:	\$ 271,152	\$ 95,271		\$ 443,099	Total Direct Cost:	\$ 68,000
					661 Total Cost:	\$ 443,099

PROGRAM NO.	685				CLASSIFICATION:	Project	
TITLE:	Regional Transportation Improvement Program (TIP)						
TASK / PROJECT DESCRIPTION:	Develop a FY2016-2020 Regional Transportation Improvement Program (TIP) for Ada and Canyon Counties that complies with all federal, state, and local regulations and policies for the purpose of funding transportation projects. Process amendments and provide project tracking and monitoring for the FY2015-2019 TIP.						
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Provides the necessary federal documentation for member agencies to obtain federal funding for transportation projects. Staff provides assistance to member agencies to ensure projects are meeting deadlines and do not lose federal funding through project monitoring and balancing committee participation. Information about project changes or needs are shared with member agencies as soon as details are known.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.324 --COMPASS is required to develop a TIP in cooperation with ITD and public transit operators. Certain additional requirements are required in the Boise Urbanized Area because it is considered to be a Transportation Management Area (TMA). The TIP is required to be updated at least every four years; however, COMPASS follows the update cycle of ITD's Idaho Transportation Investment Program (ITIP), which is updated annually. All projects receiving federal funding must be consistent with the regional long-range transportation plan. The TIP is also tied to the Air Quality Conformity Demonstration to ensure funded projects do not violate budgets set in the State Implementation Plan (SIP) (the document that sets air quality budgets for the State of Idaho). The TIP is also scrutinized in the Certification Review. Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 4.2, implement adopted plans; and 4.4, update planning documents.						
FY2015 BENCHMARKS							
MILESTONES / PRODUCTS							
Solicit Projects for the FY2016-2020 Regional Transportation Improvement Program Request applications for all programs. Assist member agencies in the preparation of applications.							Oct Oct - Nov
Prioritize projects for the FY2016-2020 Regional Transportation Improvement Program Prioritize projects for possible inclusion in the TIP. Work with ITD on the development of projects within Ada and Canyon Counties. Provide necessary forms and information to ITD for the development of the program.							Dec - Feb Nov - Mar Mar
Develop the Preliminary FY2016-2020 Regional Transportation Improvement Program Update information, including maps, for all projects within the TIP. Produce the northern Ada County air quality conformity demonstration. Prepare the preliminary project list for public involvement. Hold public meetings for input into the FY2016-2020 TIP.							Mar - Jun Mar - Jun Mar - Jun July
Develop the Final FY2016-2020 Regional Transportation Improvement Program Incorporate pertinent public comments into the programs. Prepare the FY2016-2020 TIP for adoption. Incorporate final mirroring between the Idaho Transportation Investment Program and the local TIP. Submit the final FY2016-2020 TIP to ITD and Federal Highway/Federal Transit Administrations.							Aug Aug Sep Sep
Monitor and Track FY2015-2019 Regional Transportation Improvement Program Track and provide technical support of the projects in the FY2015-2019 TIP. Participate in the balancing process, and secure additional funding when possible.							Ongoing Ongoing
Assistance to Valley Regional Transit (VRT) Provide assistance with transit programs and prioritization processes, as necessary.							Ongoing
Solicit Projects for the FY2017-2021 Regional Transportation Improvement Program Request applications for the Surface Transportation Program - Urban and Transportation Management Area projects.							July
LEAD STAFF:	Toni Tisdale				Expense Summary		
END PRODUCT: Adopted FY2016-2020 Regional Transportation Improvement Program for Ada and Canyon Counties. Amendments to the FY2015-2019 program as necessary to maximize funding opportunities.					Total Workdays: 327		
					Salary \$ 114,583		
					Fringe 42,991		
					Overhead 20,074		
					Total Labor Cost: \$ 177,648		
ESTIMATED DATE OF COMPLETION:					September-2015		
Funding Sources					Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies		
CPG	\$ 67,264	\$ 23,633		\$ 90,898	Idaho Transportation Department		
STP-TMA k#12373	76,676			76,676			
STP-Urban(PL)				-			
Local	9,823	3,451		13,274			
Other							
Total:	\$ 153,763	\$ 27,085		\$ 180,848			
					685	Total Cost: \$ 180,848	

PROGRAM NO.	692			CLASSIFICATION:	Project																															
TITLE:	Regional Asset and Resource Maintenance Report																																			
TASK / PROJECT DESCRIPTION:	Analysis and report of revenues and expenses for road and transit agencies, including possible revenue sources and the balance of expenses for system maintenance versus expansion costs and potential revenue sources. Assist member agencies with better understanding and best practices in maximizing use of federal funds, and identifying and securing other funding opportunities.																																			
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Identify revenues and expenditure trends to implement <i>Communities in Motion</i> (CIM), the Regional Transportation Improvement Program (TIP) and other regional initiatives.																																			
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.306 -- The report(s) are designed to help identify additional revenue sources for member agencies to assist in funding improvements and on-going maintenance of the transportation system. The information also assists member agencies in implementing CIM and the annual TIP. It helps promote efficient management and operations of the region's transportation system.																																			
FY2015 BENCHMARKS																																				
MILESTONES / PRODUCTS																																				
Annual Financial Report Obtain prior year financial reports submitted by roadway and transit entities in the region. Review and compile financial data. Clarify any data issues with relevant entities. Prepare draft financial report summarizing revenues and expenses and comparing to prior years. Submit report to transportation entities for review and comment. Information item to Regional Technical Advisory Committee and COMPASS Board. Update report on website.					Jan - Mar Apr - Jun Apr - Jun Apr - Jun Jul - Sep Ongoing																															
LEAD STAFF: Don Matson					Expense Summary																															
END PRODUCT: An annual financial report that summarizes transportation revenues and expenditures across the region, reviews maintenance expenditures and system conditions, and documents project costs for basic construction categories. Online reporting will allow updates as data becomes available. Report will also be examined annually for content and delivery enhancement, and will support COMPASS processes.																																				
ESTIMATED DATE OF COMPLETION: September-2015					Total Workdays: 40																															
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4" style="text-align: center;">Funding Sources</th> <th colspan="2" style="text-align: center;">Participating Agencies</th> </tr> <tr> <th></th> <th style="text-align: center;">Ada</th> <th style="text-align: center;">Canyon</th> <th style="text-align: center;">Special</th> <th style="text-align: center;">Total</th> <th></th> </tr> </thead> <tbody> <tr> <td>CPG STP-TMA k#12373 STP-Urban(PL) Local Other</td> <td style="text-align: right;">\$ 14,185</td> <td style="text-align: right;">\$ 4,984</td> <td></td> <td style="text-align: right;">\$ 19,169</td> <td>Idaho Transportation Department Regional and Local Member Agencies</td> </tr> <tr> <td></td> <td style="text-align: right;">1,124</td> <td style="text-align: right;">395</td> <td></td> <td style="text-align: right;">1,518</td> <td></td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$ 15,309</td> <td style="text-align: right;">\$ 5,379</td> <td></td> <td style="text-align: right;">\$ 20,688</td> <td></td> </tr> </tbody> </table>					Funding Sources				Participating Agencies			Ada	Canyon	Special	Total		CPG STP-TMA k#12373 STP-Urban(PL) Local Other	\$ 14,185	\$ 4,984		\$ 19,169	Idaho Transportation Department Regional and Local Member Agencies		1,124	395		1,518		Total:	\$ 15,309	\$ 5,379		\$ 20,688		Total Labor Cost: \$ 20,688	
					Funding Sources				Participating Agencies																											
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	1,124	395		1,518																																
Total:	\$ 15,309	\$ 5,379		\$ 20,688																																
					DIRECT EXPENDITURES:																															
					Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other																															
					Total Direct Cost: \$ -																															
					692	Total Cost: \$ 20,688																														

PROGRAM NO.	693			CLASSIFICATION:	Project	
TITLE:	Grant Research & Assistance					
TASK / PROJECT DESCRIPTION:	In concert with implementation of <i>Communities in Motion</i> (CIM) and member agencies' plans, monitor and identify grant funding opportunities outside regular/formulary funding programs under FHWA and FTA; assist in grant applications for regional planning projects and member agency projects.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Identify revenues and expenditure trends to implement CIM, the Regional Transportation Improvement Program (TIP) and other regional initiatives.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.306 -- The task is designed to help identify additional revenue sources for member agencies to assist in funding improvements and on-going maintenance of the transportation system; also assists member agencies in implementing CIM and the annual TIP.					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
Grants Research and Assistance Update member needs list. Cultivate and maintain stakeholder network. Share grant information. Receive specialized grant training. Monitor grant sources (agencies, foundations). Write/assist with grant application(s).					Ongoing Ongoing Ongoing Ongoing As Needed/ Ongoing	
LEAD STAFF: Don Matson					Expense Summary	
END PRODUCT: 1) Regular reports to RTAC identifying grant opportunities and applications in progress, as appropriate. 2) Completed grant application(s) as opportunities arise that correspond with needs and potential match in the region.					Total Workdays: 70	
					Salary \$ 24,830	
					Fringe 9,316	
					Overhead 4,350	
					Total Labor Cost: \$ 38,497	
ESTIMATED DATE OF COMPLETION: September-2015					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Idaho Transportation Department	
CPG				\$ -	Regional and Local Member Agencies	
STP-TMA						
k#12373						
STP-Urban(PL)						
Local	28,488	10,009		38,497		
Other						
Total:	\$ 28,488	\$ 10,009		\$ 38,497		
					Total Direct Cost: \$ -	
					693 Total Cost: \$ 38,497	

PROGRAM NO.	701	CLASSIFICATION:	Service
TITLE:	General Membership Services		
TASK / PROJECT DESCRIPTION:	Provides assistance to COMPASS members, including demographic data, mapping, geographic information system assistance/education, travel demand modeling, and other support to member agency projects.		
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	This service can promote implementation of the regional long-range transportation plan. COMPASS staff are engaged in the members' studies and can become more familiar with their assumptions and recommendations. Use of consistent data and methodologies in the various studies and plans conducted by member agencies is beneficial to the region as well.		
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>There are no federal or state requirements concerning provision of services to member agencies. There are no certification review comments, corrective actions or recommendations related to this program. Member support can provide assistance to agencies fulfilling activities related to <i>Communities in Motion 2040</i>, air quality evaluations, and more detailed transportation planning activities such as corridor studies.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 3.1, establish quarterly meetings with member agency staff to enhance communication outside a formal committee structure; and 3.2, facilitate the sharing of data and information.</p>		
FY2015 BENCHMARKS			
MILESTONES / PRODUCTS			
Provide general assistance to member agencies as requested in the areas of:			
Geographic Information System (GIS) requests for maps, data and analyses. Meeting support. May in Motion. Audience Response System services. Travel Demand Modeling support. Other various requests (such as training) as budget allows.			Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing
Specific requested assistance, which may have been separate tasks in the past, include, but are not limited to:			
ACHD support. Development Review. Traffic Impact Studies. Area of Influence Analysis. Model Runs per member agency traffic impact study policies.			As requested As requested As requested As requested
LEAD STAFF:		Matt Stoll	
END PRODUCT:		Data, mapping, and modeling assistance to COMPASS members. Support for member agency studies and planning activities.	
		Expense Summary	
		Total Workdays: 136	
		Salary \$ 44,635	
		Fringe 16,747	
		Overhead 7,820	
		Total Labor Cost: \$ 69,202	
ESTIMATED DATE OF COMPLETION:		September-2015	
Funding Sources		Participating Agencies	
	Ada	Canyon	Special
	Total	Member Agencies	
CPG			
STP-TMA			
k#12373			
STP-Urban(PL)			
Local	51,209	17,993	
Other			69,202
Total:	\$ 51,209	\$ 17,993	\$ -
			\$ 69,202
		DIRECT EXPENDITURES:	
		Professional Services \$ -	
		Legal / Lobbying	
		Equipment Purchases	
		Travel / Education	
		Printing	
		Public Involvement	
		Meeting Support	
		Other	
		Total Direct Cost: \$ -	
701	Total Cost: \$ 69,202		

PROGRAM NO.	702			CLASSIFICATION:	Service	
TITLE:	Air Quality Outreach					
TASK / PROJECT DESCRIPTION:	The Air Quality Outreach project will support the Idaho Department of Environmental Quality (DEQ) and the Ada County Air Quality Board in their outreach efforts regarding air quality in the Treasure Valley through overseeing the airing of television public service announcements.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Air quality has been an ongoing issue in the Treasure Valley for over 30 years. While many steps have been taken to limit the release of air quality pollutants, individual behaviors must also change to achieve an improvement, or even a lack of degradation, in air quality. Outreach and education on air quality issues and steps individuals can take to curb individual air quality emissions are necessary to bring about this change.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	COMPASS will assist DEQ and the Ada County Air Quality Board in fulfilling requirements for outreach and education as outlined in Title 39, Section 116B of Idaho code, which states, (1) The board shall...provide for the implementation of a motor vehicle inspection and maintenance program...[and]...provide for: ...(g) A fee, bond or insurance which is necessary to carry out the provisions of this section and to fund an air quality public awareness and outreach program. (http://www.legislature.idaho.gov/idstat/Title39/T39CH1SECT39-116B.htm).					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
Public Service Announcements Work with contractor (selected in FY2014) to purchase air time for public service announcements.					Ongoing	
LEAD STAFF: Amy Luft					Expense Summary	
END PRODUCT: Increased public understanding of air quality issues and an individual's role in curbing air emissions, through assisting DEQ and the Ada County Air Quality Board in reaching out to the public via public service announcements.						
ESTIMATED DATE OF COMPLETION: September-2015					DIRECT EXPENDITURES: Professional Services \$ 75,000 Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other Total Direct Cost: \$ 75,000	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total		
CPG				\$ -		
Local				-		
Other						
STP-Urban(PL)						
DEQ			18,150	18,150		
Ada County AQB			64,350	64,350		
Total:			\$ 82,500	\$ 82,500		
					702 Total Cost: \$ 82,500	

PROGRAM NO.	703			CLASSIFICATION:	Service	
TITLE:	General Public Services					
TASK / PROJECT DESCRIPTION:	To provide data and mapping assistance to the general public. For some products, e.g., maps, there is a charge for the product. When data or other information is not "off-the-shelf" and staff time is needed for research, a labor charge may be applied consistent with COMPASS policy.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	COMPASS provides a number of products to the general public: demographic data, development information, traffic counts and projections, maps, and geographic information system analyses.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal law requires public input and involvement in MPO planning activities. Public involvement for specific programs (e.g., Regional Transportation Improvement Program, regional long-range transportation plan) is planned/budgeted under those programs, the Communications and Education task supports that outreach and involvement through developing the COMPASS Public Involvement Policy (also a federal requirement), coordinating outreach efforts, and providing more general (not program specific) opportunities for the public to learn about, and comment on, transportation, planning, financial, and related issues.					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
Provide assistance to general public as requested in the areas of: Geographic Information System (GIS) requests for maps, data and analyses. Data and travel demand model requests. Other various requests as budget allows.					Ongoing	
LEAD STAFF: Amy Luft					Expense Summary	
END PRODUCT: Information assistance to the general public.						
ESTIMATED DATE OF COMPLETION: September-2015					Total Workdays: 22	
					Salary \$ 7,693	
					Fringe 2,886	
					Overhead 1,348	
					Total Labor Cost: \$ 11,926	
ESTIMATED DATE OF COMPLETION: September-2015					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Professional Services \$ - Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other	
CPG						
STP-TMA						
k#12373						
STP-Urban(PL)						
Local	8,826	3,101		11,926		
Other						
Total:	\$ 8,826	\$ 3,101		\$ 11,926	Total Direct Cost: \$ -	
					703	Total Cost: \$ 11,926

PROGRAM NO.	705			CLASSIFICATION:	Service	
TITLE:	Transportation Liaison Services					
TASK / PROJECT DESCRIPTION:	To provide adequate staff liaison time at member agency meetings and coordinate transportation-related planning activities with member agencies.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Transportation liaison services ensures staff representation and coordination with membership on transportation-related planning. Requests that exceed four days may require Board approval of a new work program.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Achieve better inter-jurisdictional coordination of transportation and land use planning. Documentation of other significant transportation planning projects occurring within the Treasure Valley through the Unified Planning Work Program and Budget.					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
Attend member agency meetings and coordinate transportation-related planning activities with member agencies.					Ongoing	
LEAD STAFF:	Matt Stoll				Expense Summary	
END PRODUCT:	Ongoing staff liaison role to member agencies.				Total Workdays: 37	
					Salary	\$ 18,203
					Fringe	6,830
					Overhead	3,189
					Total Labor Cost: \$ 28,221	
ESTIMATED DATE OF COMPLETION:	September-2015				DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
CPG				\$ -	Professional Services	
STP-TMA					Legal / Lobbying	
k#12373					Equipment Purchases	
STP-Urban(PL)					Travel / Education	
Local	20,884	7,338		28,221	Printing	
Other					Public Involvement	
					Meeting Support	
					Other	
Total:	\$ 20,884	\$ 7,338		\$ 28,221	Total Direct Cost: \$ -	
					705	Total Cost: \$ 28,221

PROGRAM NO.	720			CLASSIFICATION:	Service		
TITLE:	State Street Corridor Implementation						
TASK / PROJECT DESCRIPTION:	Multi-year cooperative project with member agencies along State Street to advance studies, plans, development, and transit and roadway improvements in the corridor; COMPASS' role is project coordinator providing general support.						
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	State Street is a regionally significant corridor and the only east-west route between the two counties north of the Boise River, and future growth will surpass the capacity of the roadway to carry traffic and transit. The various tasks in the project are orchestrated to help ensure the viability of transportation through the corridor and protect existing neighborhoods and communities in the future.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR 450.318 -- The tasks fulfill more FHWA and FTA goals and direction by focusing on linking traffic, transit, and land development in a stronger relationship than has been done previously in the Treasure Valley. Long-term change in the corridor are included in <i>Communities in Motion</i> .						
FY2015 BENCHMARKS							
MILESTONES / PRODUCTS							
Project Coordination Facilitate meetings and communications of State Street Coordinating Committee, maintain webpage. Prepare annual status report on Memorandum of Understanding. Assist agencies to implement Transit and Traffic Operations Plan (TTOP). Maintain corridor data for future planning efforts.					Ongoing		
LEAD STAFF: Don Matson					Expense Summary		
END PRODUCT: Support for member agency activities.							
					Total Workdays: 16		
					Salary	\$ 6,042	
					Fringe	2,267	
					Overhead	1,059	
					Total Labor Cost: \$ 9,368		
ESTIMATED DATE OF COMPLETION: September-2015					DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies		Professional Services	\$ -
	Ada	Canyon	Special	Total	Ada County	Legal / Lobbying	
CPG	\$8,680			\$8,680	Ada County Highway District	Equipment Purchases	
STP-TMA					Capitol City Development Corp.	Travel / Education	
k#12373					City of Boise	Printing	
STP-Urban(PL)					City of Eagle	Public Involvement	
Local	688			688	City of Garden City	Meeting Support	
Other					Idaho Transportation Dept.	Other	
					Valley Regional Transit		
Total:	\$9,368	\$0	\$0	\$9,368		Total Direct Cost: \$ -	
					720	Total Cost: \$ 9,368	

PROGRAM NO.	760			CLASSIFICATION:	Service
TITLE:	Legislative Services				
TASK / PROJECT DESCRIPTION:	Work with and manage the Professional Service contract for legislative services. Identify, review, monitor, advocate and report to the Board on pending state and federal legislation that directly or indirectly relates to COMPASS priorities and activities.				
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	To secure funding and influence policies on relevant transportation-related legislation at the federal and state levels.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	There is no federal requirement for this process. The Board works together to identify and prioritize needs and projects.				
FY2015 BENCHMARKS					
MILESTONES / PRODUCTS					
Federal Legislative Priorities Work with Executive Committee to identify priorities and position statements for federal legislation. Obtain COMPASS Board approval of federal legislative priorities. Educate and advocate on federal legislative priorities. Evaluate possible legislative priorities for next federal legislative session.					Oct-Nov Nov-Dec Dec-Sep May-Sep
State Legislative Priorities Work with Executive Committee to identify possible priorities and position statements for FY2015 legislative session. Obtain Board endorsement of FY2015 legislative priorities. Educate and advocate on FY2015 legislative priorities. Evaluate possible legislative priorities for FY2016 legislative session.					Oct-Nov Nov-Dec Dec-Apr May-Sep
LEAD STAFF: Matt Stoll					Expense Summary
END PRODUCT: An effective advocacy program for legislative issues and positions that have been approved by the Board.					
					Total Workdays: 76
					Salary \$ 37,429
					Fringe 14,043
					Overhead 6,557
					Total Labor Cost: \$ 58,029
ESTIMATED DATE OF COMPLETION: September-2015					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Professional Services
CPG					Legal / Lobbying \$ 85,950
STP-TMA					Equipment Purchases
k#12373					Travel / Education 9,000
STP-Urban(PL)					Printing
Local	121,418	42,660		164,079	Public Involvement
Other				-	Meeting Support
					Other 11,100
Total:	\$ 121,418	\$ 42,660	\$ -	\$ 164,079	Total Direct Cost: \$ 106,050
					760 Total Cost: \$ 164,079

PROGRAM NO.	761			CLASSIFICATION:	Service	
TITLE:	Blueprint for Good Growth (BGG)					
TASK / PROJECT DESCRIPTION:	Provide requested support regarding the ongoing efforts to improve the connection between land use and transportation decisions and planning.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Partnership of governments in charge of local land use and roadway planning: Ada County, its cities; the Ada County Highway District; and the Idaho Transportation Department working together to better coordinate land use and transportation planning.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	There is no federal requirement for this process. The BGG process has been integral to improving the communication and sharing of information between land use and transportation agencies. Over the past few years, new development monitoring processes and reporting have been developed that better inform elected officials about how the land use decisions and transportation programs impact one another.					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
Meetings of the BGG Consortium						
COMPASS staff will support the BGG Consortium as necessary to include, scheduling meetings, revisions to materials by staff, research, provision of materials, and other technical assistance. The BGG Consortium will be the advocacy groups in outreach to local governments.					As Needed	
LEAD STAFF:	Matt Stoll				Expense Summary	
END PRODUCT:	Schedule meetings, prepare agendas and minutes for the Consortium as needed.					
					Total Workdays:	14
					Salary	\$ 6,821
					Fringe	2,559
					Overhead	1,195
					Total Labor Cost:	\$ 10,575
ESTIMATED DATE OF COMPLETION: September-2015						
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Ada County members Idaho Transportation Department	
CPG STP-TMA k#12373 STP-Urban(PL) Local Other	\$ 9,799 776			\$ 9,799 776		
Total:	\$ 10,575	\$ -	\$ -	\$ 10,575		
DIRECT EXPENDITURES:						
Professional Services \$ -						
Legal / Lobbying						
Equipment Purchases						
Travel / Education						
Printing						
Public Involvement						
Meeting Support						
Other						
Total Direct Cost: \$ -						
761	Total Cost:				\$ 10,575	

PROGRAM NO.	801			CLASSIFICATION:	System Maintenance
TITLE:	Staff Development				
TASK / PROJECT DESCRIPTION:	To provide staff with resources necessary to keep them informed of federal and state regulations, current transportation planning technologies and the best practices and activities nationally.				
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	The activities of the task are part of the overall continuous process to enhance technical and professional capacity. It is important that staff be informed and educated on new regulations and practices to develop and maintain a responsive transportation program.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>There are no federal or state requirements concerning provision of staff training; however, COMPASS provides staff with opportunities for training and education. Training examples include attending workshops and conferences sponsored by Federal Highway Administration, National Association of Regional Councils, American Planning Association, Western Planners, Association of Metropolitan Planning Organizations and the Transportation Research Board, etc. to keep staff well informed.</p> <p>Tasks are included to complete the following objectives in the COMPASS FY2015-2017 Strategic Plan: 2.2, increase knowledge and skill sets of existing staff to remain on the cutting edge of best practices and technologies in planning and related fields; 2.3, develop and promote leadership skills and professional development for COMPASS Board members and staff; and 4.2, implement adopted plans.</p>				
FY2015 BENCHMARKS					
MILESTONES / PRODUCTS					
Staff training and development.					Ongoing
LEAD STAFF:	Megan Larsen				
END PRODUCT:	Maintain staff knowledge of federal grant requirement needs and changes and build a strong team through national and local seminars, workshops, conferences, and educational classes.				
					Expense Summary
					Total Workdays: 99
					Salary \$ 33,648
					Fringe 12,624
					Overhead 5,895
					Total Labor Cost: \$ 52,167
ESTIMATED DATE OF COMPLETION:					September-2015
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Federal Highway Administration
CPG					Federal Transit Administration
STP-TMA					
k#12373					
STP-Urban(PL)					
Local					
Draw from Fund			\$ 80,667	\$ 80,667	
Balance					
Total:	\$ -	\$ -	\$ 80,667	\$ 80,667	
					DIRECT EXPENDITURES:
					Professional Services \$ -
					Legal / Lobbying
					Equipment Purchases
					Travel / Education 28,500
					Printing
					Public Involvement
					Meeting Support
					Other
					Total Direct Cost: \$ 28,500
801					Total Cost: \$ 80,667

PROGRAM NO.	820			CLASSIFICATION:	System Maintenance		
TITLE:	Committee Support						
TASK / PROJECT DESCRIPTION:	To provide support to the Board and standing committees as defined by the COMPASS Bylaws and Joint Powers Agreement. As lead agency, COMPASS also provides support to the Interagency Consultation Committee.						
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Provide coordination and communication among member agencies' staff and elected officials in transportation and land use planning, through meeting materials, agendas, and minutes, which are a historical record of events leading to the decision-making processes.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	COMPASS Joint Powers Agreement states, Section 6. Articles of Reformation and Organization of a Nonprofit Association Part 6.1.7 (K) Open Meeting Law: All meetings of the Board of Directors shall be governed under the provisions of what is known as the "Open Meeting Law" including any amendments and/or recodification of said law that is presently codified at Idaho Code § 67-2340-2345.						
FY2015 BENCHMARKS							
MILESTONES / PRODUCTS						Ongoing	
Provide meeting coordination, materials, and follow-up to the Board and standing committees.							
LEAD STAFF:	Megan Larsen					Expense Summary	
END PRODUCT:	Ongoing support of committees, agendas, minutes, and information to promote involvement and communication.					Total Workdays: 235	
						Salary \$ 74,216	
						Fringe 27,845	
						Overhead 13,002	
						Total Labor Cost: \$ 115,064	
ESTIMATED DATE OF COMPLETION:	September-2015					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies		
CPG				-	Professional Services \$ -		
STP-TMA					Legal / Lobbying		
k#12373					Equipment Purchases		
STP-Urban(PL)					Travel / Education		
Local					Printing		
Draw from Fund			\$ 117,064	\$ 117,064	Public Involvement		
Balance					Meeting Support 2,000		
					Other		
Total:	\$ -	\$ -	\$ 117,064	\$ 117,064	820	Total Cost: \$ 117,064	

PROGRAM NO.	836			CLASSIFICATION:	System Maintenance	
TITLE:	Regional Travel Demand Model					
TASK / PROJECT DESCRIPTION:	Upkeep of the regional travel demand model is an ongoing task in order for it to continue as a useful tool in many planning activities. It also provides vital information for the required process of air quality conformity demonstration.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	The model outputs are used to test and plan transportation projects, support Ada County Highway District's impact fee program, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, review of proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f) -- "Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."					
FY2015 BENCHMARKS				MILESTONES / PRODUCTS		
Key Elements						
Maintain and update traffic count database.						Ongoing
Maintain the structure and integrity of the regional travel demand model for air quality conformity and use in TREDIS.						Ongoing
Provide travel demand modeling assistance per member agency needs and special projects.						Ongoing
Maintain the input files and outputs of MOVES (air quality conformity model)						Ongoing
Maintain input files for the "committed-development" model for cumulative impacts analysis.						Ongoing
Maintain and update the "horizon year" model for the regional long-range transportation plan.						Ongoing
Provide project and program evaluations using TREDIS (Transportation Economic Development Impact System) per member agency needs.						Ongoing
LEAD STAFF: MaryAnn Waldinger				Expense Summary		
END PRODUCT: Reasonable and reliable regional travel demand model using the latest available information and forecasts for various types of projects, studies, and analyses.				Total Workdays: 205		
				Salary \$ 65,653		
				Fringe 24,633		
				Overhead 11,502		
				Total Labor Cost: \$ 101,788		
ESTIMATED DATE OF COMPLETION: September-2015				DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Highway Districts	
CPG	\$ 76,651	\$ 26,931		\$ 103,583	Member Agencies	
STP-TMA				-	Federal Highways Administration	
k#12373					Idaho Transportation Department	
STP-Urban(PL)					Valley Regional Transit	
Local	6,072	2,133		8,205	Department of Environmental Quality	
Other						
Total:	\$ 82,723	\$ 29,065	\$ -	\$ 111,788	Total Direct Cost: \$ 10,000	
					836	Total Cost: \$ 111,788

PROGRAM NO.	838	CLASSIFICATION:			System Maintenance
TITLE:	On-Board Transit and Household Travel Survey - minor update				
TASK / PROJECT DESCRIPTION:	Gather data for the upkeep of the regional travel demand model is an ongoing task in order for it to continue as a useful tool in many planning activities. It also provides vital information for the required process of air quality conformity demonstration.				
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	The data are used to update and verify model parameters to ensure reasonable model results. The model outputs are used to test and plan transportation projects, support Ada County Highway District's impact fee program, conduct air quality conformity of the Regional Transportation Improvement Program (TIP) and regional long-range transportation plan, review of proposed developments and traffic impact studies, provide area of influence, and respond to various special member requests.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f) -- Long-range transportation plans require valid forecasts of future demand for transportation services which are provided by a travel demand model. Outputs from the model are also necessary for transportation conformity determinations of the TIP and long-range plan and evaluating the impacts of alternative transportation investments. In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...."				
FY2015 BENCHMARKS					
Key Elements			MILESTONES / PRODUCTS		
Develop and release request for proposals. Select consultant for data collection. Collect on-board and household travel data. Review data and draft report. Final report.			Feb-15 May-15 Sept-Nov 15 Mar-May 2015 Jul-15		
LEAD STAFF: MaryAnn Waldinger					Expense Summary
END PRODUCT: Data for the upkeep of the regional travel demand model.					Total Workdays: 24
					Salary \$ 9,629
					Fringe 3,613
					Overhead 1,687
					Total Labor Cost: \$ 14,928
ESTIMATED DATE OF COMPLETION: September-2015					DIRECT EXPENDITURES:
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Professional Services \$ 350,000
CPG	\$ 10,236	\$ 3,596		\$ 13,832	Legal / Lobbying
STP-TMA			324,310	324,310	Equipment Purchases
k#13048					Travel / Education
STP-Urban(PL)					Printing
Local	19,821	6,964		26,786	Public Involvement
Other					Meeting Support
					Other
Total:	\$ 30,057	\$ 10,561	\$ 324,310	\$ 364,928	Total Direct Cost: \$ 350,000
					838 Total Cost: \$ 364,928

PROGRAM NO.	842			CLASSIFICATION:	System Maintenance
TITLE:	Congestion Management System				
TASK / PROJECT DESCRIPTION:	Maintain a functional congestion management system for the Treasure Valley. Conduct data collection, update the Congestion Management System (CMS) Plan as needed, produce an annual CMS Report, maintain regional intelligent transportation system (ITS) architecture. Research, provide, and monitor transportation demand management (TDM) strategies.				
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Provides annual CMS report of the congestion levels on major corridors that compares previous year results, and explains the reason for the change, typically, improvements needed such as signal timing and ITS. Periodic needs are, baseline data collection of vehicle occupancy rates, additional research and evaluation of possible transportation demand management strategies.				
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.320 -- Congestion Management Program is one of the Planning Factors and required in Transportation Management Areas (TMA). COMPASS and ITD have been collecting travel time data since 2003, which provides a summary of how the major roads are functioning during the am and pm peak hours based on congestion levels. This process and its results have been integrated into the transportation improvement program prioritization scheme. Project-applications receive points if the project is on a CMS corridor and the higher congestion the higher the points. Therefore, annual travel time data collection and reporting is mandatory. Furthermore, FHWA Final Rule and FTA Policy on ITS requires that all ITS projects funded by highway trust fund or Mass Transit Account conform to the National ITS Architecture.				
FY2015 BENCHMARKS					
MILESTONES / PRODUCTS					
Annual CMS Report and Travel Time Data Collection					
Collect 2015 travel time data (40 days). Review and format 2015 CMS travel time data for incorporation into the annual report. Distribute the 2015 Treasure Valley CMS annual report. Develop a project tracking list for Regional Transportation Improvement Program projects. Analyze current and historic CMS travel time data.					Mar - Apr Jul Sept Aug Ongoing
Treasure Valley Transportation System: Operations, Management, and ITS					
Maintain and update Intelligent Transportation Systems (ITS) architecture. Maintain and facilitate the Regional Operations Work Group. Evaluate the Tool for Operations Benefit/Cost (TOPS-BC). Work with member agency staff to update the I-84 detour plan.					Jan - Aug Ongoing Sept - Dec
Miscellaneous CMS/ITS tasks					
Transportation project coordination. Transportation studies and construction coordination.					Ongoing Ongoing
LEAD STAFF: MaryAnn Waldinger					
END PRODUCT: Annual CMS report and 2015 travel time data. Updated regional ITS Architecture, updated I-84 detour plan, and an effective Regional Operations Work Group.					
Expense Summary					
Total Workdays: 127					
Salary \$ 41,720					
Fringe 15,653					
Overhead 7,309					
Total Labor Cost: \$ 64,682					
ESTIMATED DATE OF COMPLETION: September-2015					
Funding Sources				Participating Agencies	
	Ada	Canyon	Special	Total	Highway Districts
CPG	\$ 119,091	\$ 41,843		\$ 160,933	Member Agencies
STP-TMA					Federal Highways Administration
k#12373					Idaho Transportation Department
STP-Urban(PL)	9,434	3,315		12,748	Valley Regional Transit
Local					Department of Environmental Quality
Other					
Total:	\$ 128,524	\$ 45,157	\$ -	\$ 173,682	
					DIRECT EXPENDITURES:
					Professional Services \$ 15,000
					Legal / Lobbying
					Equipment Purchases 94,000
					Travel / Education
					Printing
					Public Involvement
					Meeting Support
					Other
					Total Direct Cost: \$ 109,000
					842 Total Cost: \$ 173,682

PROGRAM NO.	860			CLASSIFICATION:	System Maintenance	
TITLE:	Geographical Information System Maintenance (GIS)					
TASK / PROJECT DESCRIPTION:	Planning activities depend on current and accurate geographic information. For data to be available in a quality suitable for planning, continual data acquisition is necessary. This involves partnering with other GIS stakeholders, data maintenance, editing, and creating new data from GPS and orthophotography.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	GIS data and technology are used for internal budget support. COMPASS also provides this geographic information to its members and the general public in the form of maps, data, and analysis. COMPASS works in conjunction with its member agencies via the Regional Geographic Advisory Committee (RGAC) to create regional data that can be used for many purposes.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	Federal Code 23 CFR § 450.322 (f)-- In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...." GIS also serves the directive under 23 CFR § 450.322 (i)(6) that the MPO "employ visualization techniques to describe plans; and make public information available in electronically accessible format and means, such as the World Wide Web..."					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
Provide GIS Data Maintenance and Support for COMPASS Projects					Ongoing	
Provide CommunityViz Maintenance and Support for COMPASS and member agency projects					Ongoing	
GIS Cooperation Continue participation in the Canyon Spatial Data Cooperative (SDC) and Ada County. Attend special interest group (SIG) meetings.					Monthly	
Regional Geographic Advisory Committee Host the Regional Geographic Advisory Committee to enable regional cooperation of GIS data.					Bi-monthly/as needed	
Orthophotography Planning Begin the planning phase of a 2016 Orthophotography flight.					4th Quarter	
LEAD STAFF:	Eric Adolfson				Expense Summary	
END PRODUCT:	1) An expanded use of GIS technology and data for regional planning. 2) Continued GIS coordination and development of the most accurate and up-to-date information possible.					
Total Workdays: 339						
Salary \$ 86,222 Fringe 32,350 Overhead 15,106						
Total Labor Cost: \$ 133,678						
ESTIMATED DATE OF COMPLETION: September-2015					DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total		Professional Services \$ -
CPG	\$ 35,743	\$ 12,558		\$ 48,302		Legal / Lobbying
STP-TMA			76,676	76,676		Equipment / Software
k#12373						Travel / Education
STP-Urban(PL)						Printing
Local	7,326	2,574		9,900	Public Involvement	
Other					Meeting Support	
Total:	\$ 43,069	\$ 15,132	\$ 76,676	\$ 134,878	Other - data 1,200	
860					Total Direct Cost: \$ 1,200	
					Total Cost: \$ 134,878	

PROGRAM NO.	862				CLASSIFICATION:	System Maintenance	
TITLE:	Regional Data Center (RDC) Implementation						
TASK / PROJECT DESCRIPTION:	Further implement second phase of a RDC that provides 24/7 access to key data sets for local agencies. The RDC will provide current information to member agencies and emergency responders. Second phase incorporates additional datasets for member updates and use.						
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Planning, engineering, and emergency services all depend on current and accurate geographic information. For data to be of optimal use, continual data acquisition and round-the-clock access are necessary. This involves partnering with other GIS stakeholders, data maintenance, editing, and creating new data from GPS and orthophotography.						
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>Federal Code 23 CFR § 450.322 (f)-- In updating the transportation plan, the MPO shall use the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. "The metropolitan transportation plan shall, at a minimum, include (1) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan...." GIS also serves the directive under 23 CFR § 450.322 (i)(6) that the MPO "employ visualization techniques to describe plans; and make public information available in electronically accessible format and means, such as the World Wide Web..."</p> <p>Tasks are included to complete the following objective in the COMPASS FY2015-2017 Strategic Plan: 3.2, facilitate the sharing of data and information.</p>						
FY2015 BENCHMARKS							
MILESTONES / PRODUCTS							
Regional Data Center							
Facilitate the maintenance and expansion of a RDC to address the need for real-time regional GIS data.							Ongoing
COMPASS staff will conduct data accuracy checks and metadata on regional data sets.							Ongoing
Documentation and training for staff and member agencies on the RDC and data maintenance. For initial datasets and others as they are added.							Nov-Jan
Consultant assistance with website.							Mar-June
Enable data access website powered by the RDC.							June/July
LEAD STAFF: Eric Adolfson					Expense Summary		
END PRODUCT: 1) An expanded use of GIS technology and data for regional planning. 2) Further implementation of Regional Data Center Plan. 3) Regional Data Center populated with data sets for use by participating agencies. Priority and order of additional datasets will be set by RGAC.					Total Workdays: 104		
					Salary \$ 36,988		
					Fringe 13,878		
					Overhead 6,480		
					Total Labor Cost: \$ 57,345		
ESTIMATED DATE OF COMPLETION: September-2015					DIRECT EXPENDITURES:		
Funding Sources				Participating Agencies			
	Ada	Canyon	Special	Total	Member Agencies		
CPG	\$ 31,336	\$ 17,503		\$ 48,838	Professional Services \$ 10,000		
STP-TMA					Legal / Lobbying		
k#12373					Equipment / Software 30,000		
STP-Urban(PL)					Travel / Education		
Local	2,863	1,006		3,869	Printing		
Draw from Fund			44,638	44,638	Public Involvement		
Balance					Meeting Support		
Total:	\$ 34,199	\$ 18,509	\$ 44,638	\$ 97,345	Other - data		
					Total Direct Cost: \$ 40,000		
					860	Total Cost: \$ 97,345	

PROGRAM NO.	990			CLASSIFICATION:	Indirect / Overhead	
TITLE:	Direct Operations & Maintenance					
TASK / PROJECT DESCRIPTION:	To provide local dollars for expenditures that do not qualify for reimbursement under the federal guidelines. Program dollars for professional services for Board related events, meeting expenses, and update equipment/software needs.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	Adequately cover expenses needed to support the Board, Executive Director, and agency outside of federally funded projects.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>There are no federal or state requirements concerning these provisions; however, the Finance Committee oversees and approves these accounts and expenditures.</p> <p>Tasks are included to complete the following objective in the COMPASS FY2015-2017 Strategic Plan: 2.1, evaluate the effective use of agency resources to provide the best value for members.</p>					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
Provide local dollars for expenditures not federally funded.					Ongoing	
LEAD STAFF:	Megan Larsen				Expense Summary	
END PRODUCT:	Adequately cover the direct expenses needed to support the Board, Executive Director, equipment needs, and COMPASS operations.				Total Workdays:	
					0	
					Salary Fringe Overhead	
					Total Labor Cost: \$ -	
ESTIMATED DATE OF COMPLETION:	September-2015				DIRECT EXPENDITURES:	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies	
FHWA/FTA					Professional Services	\$ 1,000
STP					Legal / Lobbying	
STP-TMA(PL)					Equipment Purchases	96,500.00
Local	\$ 142,709	\$ 50,141		\$ 192,850	Travel / Education	8,000.00
Other-Interest			4,056	4,056	Printing	
Draw from			22,094	22,094	Public Involvement	
Fund Balance					Meeting Support	2,000.00
					Other	111,500.00
Total:	\$ 142,709	\$ 50,141	\$ 26,150	\$ 219,000	Total Direct Cost: \$ 219,000	
					990	Total Cost: \$ 219,000

PROGRAM NO.	991			CLASSIFICATION:	Indirect / Overhead	
TITLE:	Support Services Labor					
TASK / PROJECT DESCRIPTION:	To provide labor to support the ongoing administrative functions related to the operations of COMPASS. Areas include: personnel management, financial management, information technology management, and general administration. Work with independent auditor on annual audit. Provide administrative assistance for agency needs including public workshops, hearings, open houses, etc.					
PURPOSE, SIGNIFICANCE AND REGIONAL-VALUE:	To maintain payroll, accounts payable/receivable, benefits, recruitment, building and vehicle maintenance leases, general ledger bank reconciliation, cash flow, annual audit, and development of the computer system and website.					
FEDERAL REQUIREMENT, RELATIONSHIP TO OTHER ACTIVITIES, FEDERAL CERTIFICATION REVIEW, REFERENCE TO STRATEGIC PLAN:	<p>The Single Audit Act of 1984 (with amendment in 1996) and OMB Circular A-133 ("Audits of State, Local Governments, and Non-Profit Organizations") provide audit requirements for ensuring that these funds are expended properly.</p> <p>Memorandum of Understanding 04-01 Operation and Financing of the Metropolitan Planning Organization in the Boise and Nampa Urbanized Areas -- between COMPASS and the Idaho Transportation Department states and agrees to allowable indirect costs as outlined in agreement.</p>					
FY2015 BENCHMARKS						
MILESTONES / PRODUCTS						
General Administration Review standing agreements. Update COMPASS operational policies as needed. Monitor general workplace and personnel needs. Provide administrative assistance for agency needs.					Aug As needed Ongoing Ongoing	
Personnel Management Prepare and complete recruitment processes. Conduct employee annual evaluations. Renew insurance policies. Pursue FY2015 benefit options.					As needed As needed As needed As needed	
Financial Management Close FY2014 financial records and begin FY2015. Provide annual audit support and complete financial reports. Complete COMPASS annual Audit Report. Prepare and distribute year-end payroll reports. Complete budget variance information and report to the Finance Committee quarterly. Maintain inventory of furniture, equipment, hardware and software.					Oct-Nov Oct-Dec Jan Jan Quarterly Ongoing	
Information Technology Manage Information Technology consultant and coordinate work efforts. Prioritize needs, analyze costs, make recommendations and implement system improvements. Coordinate with staff to configure equipment and software to meet the needs of each position. Document and educate staff with system issues and changes. Coordinate systems with member agencies. Provide and retain daily, monthly and annual system backups.					Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing	
LEAD STAFF:	Megan Larsen				Expense Summary	
END PRODUCT: An agency where administrative support, personnel management, financial management, and general administrative needs are fully met and whose activities are effectively monitored and communicated to the Board.					Total Workdays: 1,448	
					Salary	\$ -
					Fringe	-
					Overhead	-
					Total Labor Cost:	\$ -
ESTIMATED DATE OF COMPLETION:					September-2015	
Funding Sources				Participating Agencies		
	Ada	Canyon	Special	Total	Member Agencies Idaho Transportation Department	
CPG STP-TMA k#12373 STP-Urban(PL) Local Other					Professional Services Legal / Lobbying Equipment Purchases Travel / Education Printing Public Involvement Meeting Support Other	
Total:	\$0	\$0	\$0	\$0	Total Direct Cost:	\$ -
					991 Total Cost:	\$ -

FINANCIAL WORKSHEETS

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2015 UNIFIED PLANNING WORK PROGRAM
REVENUE AND EXPENSE SUMMARY**

REVENUE	FY2014 Revision 1	FY2015 Draft
GENERAL MEMBERSHIP		
Ada County	199,803	199,509
Ada County Highway District	199,803	199,509
Canyon Highway District No. 4	11,483	11,964
Nampa Highway District No. 1	11,483	11,964
City of Boise	95,805	95,999
City of Caldwell	32,607	31,375
Canyon County	129,892	131,049
City of Eagle	9,754	10,344
City of Garden City	5,058	4,921
City of Kuna	7,292	7,085
City of Meridian	37,180	37,583
City of Middleton	4,016	4,067
City of Nampa	57,456	56,110
City of Parma	1,364	1,329
City of Star	2,960	3,148
City of Wilder		1,018
Subtotal	805,956	806,974
SPECIAL MEMBERSHIP		
Boise State University	8,100	8,100
Capital City Development Corporation	8,100	8,100
Department of Environmental Quality	8,100	8,100
Idaho Transportation Department	8,100	8,100
Valley Regional Transit	8,100	8,100
Subtotal	40,500	40,500
GRANTS AND SPECIAL PROJECTS		
FHWA/FTA - Consolidated Planning Grants		
CPG - FY2013 K# 11590 Ada County - Carry Over	190,827	
CPG - FY2013 K# 11590 Canyon County - Carry Over	152,175	
CPG - FY2015 K# 12381 Ada County	843,959	886,544
CPG - FY2015 K# 12381 Canyon County	296,526	311,489
Sub Total CPG Grants	1,483,487	1,198,033
STP TMA - K# 12373, off-the-top funds for Planning	354,132	306,705
STP TMA - K# 13048, onboard transit survey		324,310
Subtotal	354,132	631,015
OTHER REVENUE SOURCES		
Contributions for Orthophography Project	50,000	
Idaho Department of Environmental Quality	53,750	18,150
Ada County Air Quality Board	99,950	64,350
Interest Income	4,000	4,056
Subtotal	207,700	86,556
COMPASS REVENUE	2,891,774	2,763,077
Draw From Fund Balance	34,392	264,071
TOTAL, ALL RESOURCES	2,926,166	3,027,148

EXPENSE	FY2014 Revision 1	FY2015 Draft
SALARY, FRINGE & CONTINGENCY		
Salary	1,126,257	1,190,683
Fringe	490,478	463,105
Medical Expense Reimbursement Plan	5,000	-
Salary Contingency (Overtime and Bonus)	20,000	20,000
Sick Time Trade	10,000	10,000
Interns		12,500
Subtotal	1,651,735	1,696,288
INDIRECT OPERATIONS & MAINTENANCE		
COMPASS	216,000	213,335
Subtotal	216,000	213,335
DIRECT OPERATIONS & MAINTENANCE		
605, Multi-Modal Planning Support		11,000
620, Growth and Transportation Monitoring	1,750	1,750
647, Regional Growth Issues and Options		1,500
653, Communications and Education	34,250	91,325
661, <i>Communities in Motion</i>	233,754	68,000
685, Transportation Improvement Program	3,200	3,200
701, General Membership Services	75,000	
702, Air Quality Outreach	135,800	75,000
760, Legislative Services	106,050	106,050
801, Staff Development	20,000	28,500
820, Committee Support	2,000	2,000
836, Regional Travel Demand Model	41,500	10,000
838, Household Travel Survey		350,000
842, Congestion Management and ITS		109,000
860, Geographic Information System Maintenance	1,200	1,200
861, Regional Orthophotography	50,000	
862, Regional Data Center	135,500	40,000
990, Direct Operations and Maintenance	218,427	219,000
Subtotal	1,058,431	1,117,525
COMPASS EXPENSE	2,926,166	3,027,148

COMPASS REVENUE AND EXPENSE SUMMARY		
TOTAL REVENUE	2,926,166	3,027,148
LESS: TOTAL EXPENSES	2,926,166	3,027,148
CHANGE IN FUND BALANCE	0	0

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2015 UNIFIED PLANNING WORK PROGRAM
EXPENSES BY WORK PROGRAM NUMBER AND FUNDING SOURCE**

WORK PROGRAM NUMBER	EXPENSES				FEDERAL FUNDING SOURCES					MATCH, LOCAL & OTHER FUNDING				TOTAL FUNDING SOURCES
	Work Days	Labor & Indirect Cost	Direct Cost	Total Cost	FY15 CPG Ada County K# 12381	FY15 CPG Canyon County K# 12381	STP-TMA K# 12373; off the Top	STP-TMA K# 13048; On Board Transit	Total Federal Funds	Required Match	Local Funds	Other Revenue	Total Local & Other	
601 UPWP/Budget Development & Fed assurances	217	124,379	-	124,379	28,544	10,029	76,676.2		115,249	9,129			9,129	124,379
605 Multi-Modal Planning Support	334	164,421	11,000	175,421	120,283	42,262			162,545	12,876			12,876	175,421
620 Growth and Transportation System Monitoring	197	90,660	1,750	92,410	63,364	22,263			85,627	6,783			6,783	92,410
647 Regional Growth Issues and Options	153	77,664	1,500	79,164	54,282	19,072			73,354	5,811			5,811	79,164
653 Communications and Education	186	106,095	91,325	197,420					-		197,420		197,420	197,420
661 Communities in Motion	705	375,099	68,000	443,099	247,085	86,814	76,676.2		410,575	32,523			32,523	443,099
685 Transportation Improvement Program	327	177,648	3,200	180,848	67,264	23,633	76,676.2		167,574	13,274			13,274	180,848
692 Regional Asset and Resource Maintenance Report	40	20,688	-	20,688	14,185	4,984			19,169	1,518			1,518	20,688
693 Grant Research & Assistance	70	38,497	-	38,497					-		38,497		38,497	38,497
TOTAL PROJECTS	2,229	1,175,150	176,775	1,351,925	595,008	209,057	230,028.5	-	1,034,094	81,915	235,917	-	317,832	1,351,925
701 General Membership Services	136	69,202	-	69,202					-		69,202		69,202	69,202
702 Air Quality Outreach	12	7,500	75,000	82,500					-			82,500	82,500	82,500
703 General Public Services	22	11,926	-	11,926					-		11,926		11,926	11,926
705 Transportation Liaison Services	37	28,221	-	28,221					-		28,221		28,221	28,221
720 State Street Corridor Implementation	16	9,368	-	9,368	8,680				8,680	688			688	9,368
760 Legislative Services	76	58,029	106,050	164,079					-		164,079		164,079	164,079
761 Blueprint for Good Growth	14	10,575	-	10,575		9,799			9,799	776			776	10,575
TOTAL SERVICES	313	194,822	181,050	375,872	18,480	-	-	-	18,480	1,464	273,428	82,500	357,392	375,872
801 Staff Development	99	52,167	28,500	80,667					-			80,667	80,667	80,667
820 Committee Support	235	115,064	2,000	117,064					-			117,064	117,064	117,064
836 Regional Travel Demand Model	205	101,788	10,000	111,788	76,651	26,931			103,583	8,205			8,205	111,788
838 On-Board Transit and Household Travel Survey	24	14,928	350,000	364,928	10,236	3,596		324,310	338,142	26,786			26,786	364,928
842 Congestion Management System Process	127	64,682	109,000	173,682	119,091	41,843			160,933	12,748			12,748	173,682
860 Geographic Information System Maintenance	339	133,678	1,200	134,878	35,743	12,558	76,676		124,978	9,900			9,900	134,878
862 Regional Data Center	104	57,345	40,000	97,345	31,336	17,503			48,838	3,869		44,638	48,507	97,345
TOTAL SYSTEM MAINTENANCE	1,133	539,651	540,700	1,080,351	273,057	102,432	76,676	324,310	776,474	61,508	-	242,368	303,876	1,080,351
990 Direct Operations / Maintenance	-	-	219,000	219,000					-		192,850	26,150	219,000	219,000
991 Support Services Labor	1,448	-	-	-					-				-	-
999 Indirect Operations/Maintenance	-	-	-	-					-				-	-
TOTAL INDIRECT/OVERHEAD	1,448	-	219,000	219,000	-	-	-	-	-	-	192,850	26,150	219,000	219,000
G R A N D T O T A L	5,123	1,909,623	1,117,525	3,027,148	886,544	311,489	306,705	324,310	1,829,048	144,887	702,195	351,019	1,198,100	3,027,148

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2015 UNIFIED PLANNING WORK PROGRAM
DIRECT EXPENSE SUMMARY**

DESCRIPTION	TOTAL DIRECT	PROFESSIONAL SERVICES (830)	EQUIPMENT / SOFTWARE (834)	TRAVEL / EVENTS / EDUCATION (840)	PRINTING (860)	OTHER (863)	PUBLIC INVOLVEMENT (864)	MEETING SUPPORT (865)	LEGAL / LOBBYING (872)	FY2016 CARRY-FORWARD
605 Multi-Modal Planning Support	11,000		11,000							
620 Regional Growth Issues and Options	1,750		1,000	500			250			
647 Regional Growth Issues and Options	1,500	1,500								
653 Communications and Education	91,325	54,500				1,000	34,400	1,425		
661 Communities in Motion	68,000	50,000			10,000	-	8,000			
685 Transportation Improvement Program	3,200						3,200			
702 Air Quality Outreach	75,000	75,000								
760 Legislative Services	106,050			9,000		11,100			85,950	
801 Staff Development	28,500			28,500						
820 Committee Support	2,000							2,000		
836 Regional Travel Demand Model	10,000	10,000								
838 On-Board Transit and Household Travel Survey	350,000	350,000								
842 Congestion Management System Process	109,000	15,000	94,000							
860 Geographic Information System Maintenance	1,200					1,200				
862 Regional Data Center	40,000	40,000								
990 Direct Operations / Maintenance	47,500	1,000	36,500	8,000				2,000		
900 - Grant Implementation Program	50,000					50,000				
990 - Ortho Project	61,500									61,500
990 - TREDIS Renewal (3 yrs)	60,000		60,000							
GRAND TOTAL	1,117,525	597,000	202,500	46,000	10,000	63,300	45,850	5,425	85,950	61,500

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**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
 FY2015 UNIFIED PLANNING WORK PROGRAM
 INDIRECT OPERATIONS AND MAINTENANCE EXPENSE SUMMARY**

CATEGORY	ACCOUNT CODE	FY2014 Revision 1	FY2015 Draft
Professional Services	930	36,000	30,000
Equipment Repair / Maintenance	936	2,000	2,000
Travel / Education	940	2,500	2,500
Dues	942	14,000	
Publications	943	3,000	1,500
COMPASS Membership	944		12,000
Employee Professional Membership	945		9,500
Postage	950	1,500	1,500
Telephone	951	11,500	13,100
Space Rent	952	800	
Building Maintenance and Reserve for Major Repairs	955	37,000	36,535
Printing	960	2,000	2,000
Advertising	962	5,000	5,000
Audit	970	16,000	16,000
Insurance	971	13,000	13,000
Legal Services	972	10,000	10,000
General Supplies	980	6,000	4,500
Computer Supplies	982	10,500	10,500
Computer Software / Maintenance	983	24,200	24,200
Commuting Incentive	990	500	500
Vehicle Maintenance	991	3,000	3,000
Utilities	992	12,000	12,000
Local Travel	993	4,000	2,500
Other / Miscellaneous	995	1,500	1,500
TOTAL		216,000	213,335

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FY2015 - Final

INDIRECT OPERATIONS AND MAINTENANCE EXPENSE

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
FY2015 UNIFIED PLANNING WORK PROGRAM
WORKDAY ALLOCATION**

WORK PROGRAM DESCRIPTION		LEAD STAFF	DIRECTORS	PRINCIPAL PLANNERS	ASSOCIATE PLANNERS	ASSISTANT PLANNERS	INTERNS	OPERATIONS	TOTAL
601 UPWP/Budget Development & Fed assurances		ML	64	41	3	-	-	109	217
605 Multi-Modal Planning Support (112 days)		WS	7	127	75	116	6	3	334
<i>Treasure Valley Bicycle and Pedestrian Data Collection (63 days)</i>									
<i>Regional Pathway Plan (89 days)</i>									
<i>Complete Streets (70 days)</i>									
620 Growth and Transportation System Monitoring (161 days)		CM	10	65	-	104	12	6	197
<i>Development of Additional Performance Measures (36 days)</i>									
647 Regional Growth Issues and Options (105 days)		CM	2	83	9	59	-	-	153
<i>Area of City Impact Comprehensive Plan Analysis (15 days)</i>									
<i>Full build-Out Scenario Plan (33 days)</i>									
653 Communications and Education		AL	9	141	5	2	-	29	186
<i>Transportation Funding Education Plan</i>									
661 <i>Communities in Motion (618 days)</i>		LI	45	330	130	144	-	56	705
<i>Integrate Plans, Synchronize Project Implementation (68 days)</i>									
<i>Share Best Practices (19 days)</i>									
685 Transportation Improvement Program		TT	29	184	5	83	-	26	327
692 Regional Asset and Resource Maintenance Report		DM	1	19	8	10	-	2	40
693 Grant Research & Assistance		DM	12	27	7	20	-	4	70
TOTAL PROJECTS			179	1,017	242	538	18	235	2,229
701 General Membership Services (51 days)		MS	3	71	10	52	-	-	136
Ongoing Member Support	<i>ACHD Support (30 days)</i>	MW							
	<i>Members - Development Review (25 days)</i>	DM							
	<i>Members - Traffic Impact Studies (10 days)</i>	MW							
	<i>Members - Area of Influence Analysis (20 days)</i>	MW							
702 Air Quality Outreach		AL	-	12	-	-	-	-	12
703 General Public Services		AL	3	8	5	6	-	-	22
705 Transportation Liaison Services		MS	29	8	-	-	-	-	37
720 State Street Corridor Implementation		DM	1	13	-	-	-	2	16
760 Legislative Services		MS	66	3	-	4	-	3	76
761 Blueprint for Good Growth		MS	12	-	-	-	-	2	14
TOTAL SERVICES			114	115	15	62	-	7	313
801 Staff Development		ML	11	36	12	24	-	16	99
820 Committee Support		ML	32	12	1	-	-	190	235
836 Regional Travel Demand Model		MW	2	103	10	90	-	-	205
838 On-Board Transit and Household Travel Survey		MW	7	10	5	-	-	2	24
842 Congestion Management System Process		MW	2	50	30	15	-	30	127
860 Geographic Information System Maintenance		EA	8	18	86	165	58	4	339
862 Regional Data Center		EA	25	3	54	18	-	4	104
TOTAL SYSTEM MAINTENANCE			87	232	198	312	58	246	1,133
TOTAL DIRECT			380	1,364	455	912	76	488	3,675
991 Support Services Labor		ML	400	258	65	128	45	552	1,448
TOTAL INDIRECT/OVERHEAD			400	258	65	128	45	552	1,448
TOTAL LABOR			780	1,622	520	1,040	121	1,040	5,123

TRANSPORTATION SUPPLEMENT

**Valley Regional Transit Unified Planning and Work Program
Fiscal Year 2015 Preliminary Transportation Supplement**

Program Description	Expenditures				Revenues						
	Workdays	Direct Labor	Direct Costs	Total	5307 TMA	5307 UZA	5310 TMA	5310UZA	5310 Rural	Local Match	Total
500 Planning Administration Support	620	\$203,048	\$70,278	\$273,325	\$156,802	\$61,858				\$54,665	\$273,325
530 Boise TMA System Planning	338	122,258	0	122,258	70,137	27,669				24,452	122,258
430 Nampa UZA System Planning	123	43,430	0	43,430	24,915	9,829				8,686	43,430
560 Mobility Management Strategies	893	543,287	256,045	799,332	473,004	166,462				159,866	799,332
TOTAL	1,974	\$912,023	\$326,323	\$1,238,346	\$724,859	\$265,818	\$0	\$0	\$0	\$247,669	\$1,238,346

**OTHER
TRANSPORTATION
PLANNING
STUDIES**

Other Transportation Planning Studies in the Treasure Valley

Alternatives Analysis for Downtown Boise Circulator System, Phase 1

Sponsor: City of Boise

Status: Ongoing

The City of Boise, in conjunction with its redevelopment agency, the Capital City Development Corporation, are determining the best routes for a circulator system that would connect Boise's downtown core with adjacent neighborhoods. The study will also determine the preferred mode to use, as well as take a closer look at how a circulator could best connect with and move within the Boise State University's campus. The Boise Depot is a natural node for the circulator system, as it is positioned along the primary traffic corridor that leads to downtown Boise. The Boise Depot would also allow the circulator to serve riders of a future planned commuter rail service at the Boise Depot.

Bowmont Road Corridor Study, SH 45 to Canyon/Ada County Line

Sponsor: Nampa Highway District

Status: Expected completion 2015

Identified in *Communities in Motion 2040* as a future regional corridor that connects SH-45 to the ACHD Kuna-Mora Corridor. Nampa Highway District will examine long-term function of the road to determine preferred alignments, setbacks and access management standards, in concert with planned land uses. A major portion of the study includes identification of alignments near the County line to connect to ACHD's Kuna-Mora Corridor and to McDermott Road which is also identified *Communities in Motion 2040* as a major corridor and potential expressway.

Northwest Ada Foothills Transportation Study Update

Web Link: <http://www.achdidaho.org/Projects/PublicProject.aspx?ProjectID=124>

Sponsor: Ada County Highway District

Status: ACHD Commission delayed adoption to early 2015

The Northwest Foothills Transportation Study was adopted in December 2008 with the understanding that if land use projections changed dramatically, amendments to the plan could be required. The Ada County Highway District and the City of Eagle began an update of the Study in February 2012. The purpose of the update is to analyze traffic operations and identify improvements needed within the study area. The results will be an addendum to the current study that will focus on the key items that changed as a result of this update. The Study will continue to function as a policy guide and corridor preservation mechanism for improving the transportation system as development occurs, and offer strategies for roadway and intersection improvements based on 2035 demographics.

Rail with Trail, UPRR Boise Cut-Off Arterial Study, Meridian

Sponsor: City of Meridian

Status: Ongoing

This is a study to determine design options for the safe and efficient trail crossing at roadways, before proceeding with the remaining pathway design through the City of Meridian. The city plans to construct a multi-use pathway. There are expected to be seven arterial and one collector roadway crossings within the study corridor.

Regional Bicycle and Pedestrian Plan around Deer Flat Refuge Area

Sponsor: Nampa Highway District and Canyon Highway District

Status: Expected Completion July 2015

The Nampa Highway District and Canyon Highway District will develop a Regional Bicycle and Pedestrian Plan around Deer Flat Refuge Area. This project was funded with a Federal Lands Access Program funds in the summer 2013. An initial Project Team meeting was held July 23, 2014.

State Highway 19 Corridor Plan

Sponsor: Idaho Transportation Department

Status: Expected Completion Summer 2015

Corridor Management Plan covering 16.1 miles of Idaho 19 in Canyon and Owyhee Counties.

The Idaho 19 corridor plan will develop a 20-year plan that identifies current and future highway needs on State Highway 19 beginning at Caldwell and continuing through Greenleaf to Wilder, then south through Homedale to the Oregon State Line, finishing at Oregon State Highway 201. It shares the route of U.S. 95 between Homedale and Wilder. The Environmental Scan was completed in April, 2013.

State Highway 44 Corridor Preservation Study

Web Link: <http://itd.idaho.gov/Projects/D3/SH44Corridor>

Sponsors: Idaho Transportation Department

Status: Expected Completion Late 2014

Update: This project had a change in action from an Environmental Impact Statement (EIS) to an Environmental Assessment (EA). ITD received additional comments from The State Historical Preservation Office on the Cultural Report, and is working to address those comments. Traffic report has been updated with revised traffic counts. Based upon the revised traffic report, an update to the EA to reflect the new changes is in process.

The Idaho Transportation Department (ITD) is studying Idaho 44 from the city of Eagle to I-84 in Caldwell to determine future improvements. This study is called the State Highway (Idaho) 44 Corridor Preservation Study. ITD needs to preserve the corridor in order to accommodate future traffic demands.

State Highway 45 Corridor Plan

Sponsor: Idaho Transportation Department

Status: Expected Completion Summer 2015

The Idaho 45 corridor plan will develop a 20-year plan that identifies current and future highway needs on State Highway 45 beginning in Owyhee County at the junction with State Highway 78 and extending to Nampa finishing at the Interstate 84 Business Loop. The Environmental Scan was completed in April, 2013.

State Highway 55 Corridor Plan

Web Link: <http://itd.idaho.gov/Projects/D3/ID55Corridor>

Sponsor: Idaho Transportation Department

Status: Partially Completed

The Idaho Transportation Department (ITD) is studying Idaho 55 to identify current and future needs throughout the corridor. The study will result in a corridor plan that identifies policies and projects important to the development of this major arterial over the next 20 years. The Owyhee and Canyon County (South segment) portion of the plan was completed in December, 2013. The Ada and Boise County (Central segment: State Street to Banks-Lowman Road) portion of the plan was released for public comment in May, 2014. The Boise, Valley and Adams County (North segment) portion of the plan is in development with the Environmental Scan completed in May, 2014.

State Highway 69 Corridor Plan

Sponsor: Idaho Transportation Department

Status: Expected Completion Summer 2015

The Idaho 69 corridor plan will develop a 20-year plan that identifies current and future highway needs on State Highway 69 beginning at Kuna and extending to Meridian, finishing at Interstate 84. The Environmental Scan was completed in May, 2014.

State Street Alignment Study, Glenwood Street to 23rd Street

Web Link: <http://www.achdidaho.org/projects/PublicProject.aspx?ProjectID=234>

Sponsors: Ada County Highway District, City of Boise, City of Garden City, and Ada County

Status: Future

This study will determine roadway alignment to identify long-term right-of-way needs on State Street between Glenwood Street and 23rd Street using the roadway section from the State Street Transit and Traffic Operational Plan. The widened roadway will accommodate all users: vehicles, transit, bicyclists and pedestrians.

US 20/26 Corridor Plan, I-84 to State Line

Web Link: http://itd.idaho.gov/Projects/D3/US2026_I84_Corridor/default.asp

Sponsor: Idaho Transportation Department

Status: Expected completion late 2014

The U.S. 20/26 corridor plan will develop a 20-year plan that identifies current and future highway needs for more than 22 miles of U.S. 20/26 running from I-84 near Caldwell west to Nyssa, Oregon and the Snake River. The highway overlaps U.S. 95 for eight miles from east of Parma to Anderson Corner Road. The Environmental Scan was completed in January, 2013.

US 20/26 Corridor Preservation Study (Caldwell to Eagle Road)

Web Link: <http://itd.idaho.gov/Projects/D3/US2026Corridor>

Sponsors: Idaho Transportation Department

Status: Expected completion late 2014

The Idaho Transportation Department (ITD) is studying U.S. 20/26 from Aviation Way in Caldwell to Eagle Road in Boise. This study will result in an Environmental Assessment (EA). The corridor study is being conducted to identify the transportation improvements needed to preserve the corridor in order to accommodate future traffic demands.

US 95 Corridor Management Plan

Sponsor: Idaho Transportation Department

Status: Expected completion early 2015

Study will deliver a corridor plan for US 95 from the Nevada State Line to the city of New Meadows. The Owyhee, Canyon and Payette County (South segment) portion of the plan from the Nevada State Line to Nyssa Junction had its Environmental Scan completed in June, 2014. The Payette and Washington County (Central segment) portion of the plan from Nyssa Junction to the Weiser River had its Environmental Scan completed in June, 2014. The Washington and Adams county (North segment) portion of the plan from the Weiser River to New Meadows had its Environmental Scan completed in May, 2014.

Western Canyon County Arterial Study

Sponsor: Ada County Highway District, Nampa Highway District, and Canyon Highway District

Status: Ongoing

Identified in *Communities in Motion* as a future regional corridor, starting at SH-45/Bowmont Road then west around Lake Lowell, then north to a connection on US-20/26 and possibly to I-84. NHD & CHD will examine long-term function of the road to determine preferred alignments, setbacks and access management standards, in concert with planned land uses. Major portions of the study include identification of alignments around Lake Lowell and determining the additional traffic that may be introduced onto ACHD's Kuna-Mora Corridor at the Canyon/Ada County Line.

Included Studies:

- [ACHD- Kuna-Mora Road Corridor Study, Phase I](#)
- [ACHD- Kuna-Mora Road Corridor Study – Phase 2, McDermott Road to East of Eagle Road](#)
- [CHD4- Canyon County Western Route \(CCWR\) Arterial Corridor Study](#)
- [NHD1-Western Route Express Way Project](#)

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