



ROCKY MOUNT, NC

Rocky Mount Urban Area Metropolitan Planning Organization



Planning Work Program FY 2024 Budget



Formally Adopted March 21st, 2023



**Rocky Mount Urban Area
FY 2024 Planning Work Program**

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STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

November 9, 2022

Mr. Jordan Reedy
Transportation Planner
City of Rocky Mount - Engineering Dept.
P.O. Box 1180
Rocky Mount, North Carolina 27802-1180

Subject: Rocky Mount Urban Area MPO, FY 2024 PL Work Program Allocation

Dear Mr. Reedy:

The IJJA has provided \$7,256,890 in PL funds for FY 2024 (after accounting for SAP system charges). There is also \$1,689,136 available from closure of previous years' accounts. These funds have been allocated using the current PL fund allocation formula and are available for programming for your FY 2024 PL program that begins July 1, 2023.

For FY24, the MPO is estimated to receive a yearly allocation of \$219,600 in Federal PL funds.

Program name	80% Federal funds	20% local match	Total work plan Federal PL + local match for PL funds *
Metropolitan Planning	\$214,700	\$53,675	\$268,375
Safe & Acc Transp. Options – Metro Planning set aside	\$4,900	\$1,225	\$6,125
Total PL FY24	\$ 219,600	\$54,900	\$274,500

(*Total does not include other sources of Federal, State, or local funding such as STBG-DA funds.).

In 2022, the Infrastructure Investment and Jobs Act has added a new Metro Planning set-aside for Increasing Safe & Accessible Transportation Options. The Act requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)]. The 2.5% set aside is provided by a separate allocation of PL funds (federal program code Y410). The MPO's share of this amount is distributed using the same allocation formula. A full list of eligible activities can be found in [§ 11206(c)] <https://www.congress.gov/bill/117th-congress/house-bill/3684/text> and [FHWA's fact sheet can be found at this link](#). These set-aside funds will have a separate WBS number and therefore any expenditures must be noted separately on an invoice and have a separate description of work. Please program these funds in your UPWP by adding a new row (so that the funding amount is separately noted) below task code 2-B-II (Regional Planning) or Bike/Ped element of MTP.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
TRANSPORTATION PLANNING DIVISION
1554 MAIL SERVICE CENTER
RALEIGH, NC 27699-1554

Telephone: (919) 707-0900
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Customer Service: 1-877-368-4968

Location:
1 SOUTH WILMINGTON STREET
RALEIGH, NC 27601



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SECRETARY

For auditing purposes, you should include the program name (Metropolitan Planning / PL 104(f) funds) and the CFDA Number (20.205-5) on your Schedule of Expenditures for Federal and State Awards. FY24 WBS and PO numbers will be transmitted in the future.

Your Draft (U)PWP for FY 2024 will be due on February 28, 2023 and your approved PWP should be submitted by March 31, 2023 online in .pdf format and include the cover letter, adoption resolution, summary budget table, and an item by item task description. The MPO is also required to complete an annual certification prior to the Department approving your FY 2024 PL program. The annual certification resolution (as well as the yearend report) should be uploaded as separate .pdf documents. If you have any questions, please do not hesitate to call or email me: (919) 707-0901, jalavi@ncdot.gov.

Sincerely,

Jamal Alavi

Jamal Alavi, P.E.
Director, Transportation Planning Division

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Location:
1 SOUTH WILMINGTON STREET
RALEIGH, NC 27601

Website: www.ncdot.gov

February 20, 2023

Ms. Carolyn Freitag
Public Transportation Division
NC Department of Transportation
1550 Mail Service Center
Raleigh, NC 27699-1550

Dear Ms. Freitag:

The Rocky Mount Urban Area Planning Work Program (PWP) for FY 2023-2024 is submitted for approval. The PWP also serves as the Urban Area's Metropolitan Planning Program grant application requesting transportation planning funds. A complete description and budget of planning activities is included in the PWP.

The Federal Transit Administration (FTA) grant amount requested is our full allocation of \$60,078. This will be matched with local funds from the City of Rocky Mount's general fund (\$6,005). The City of Rocky Mount is the designated grant recipient for Section 5303 grant funds.

If you have any question, please call Jordan Reedy (252-972-1129).

Sincerely,



Robbie Davis, Chairman Rocky Mount Urban Area TAC.

Enclosures

c: Brad Kerr, P.E., Chairman Rocky Mount Urban Area TCC
Jordan Reedy, Principal Transportation Planner Rocky Mount
Jamal Alavi, P.E.

RESOLUTION CONFIRMING TRANSPORTATION PLANNING PROCESS

RESOLUTION CERTIFYING THE ROCKY MOUNT METROPOLITAN PLANNING ORGANIZATION'S TRANSPORTATION PLANNING PROCESS FOR FY 2023-2024

WHEREAS, the Transportation Advisory Committee has found that the Metropolitan Planning Organization is conducting transportation planning in a continuous, cooperative, and comprehensive manner in accordance with 23 U.S.C. 134 and 49 U.S.C. 1607;

WHEREAS, the Transportation Advisory Committee has found the Transportation Planning Process to be in full compliance with Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;

WHEREAS, the Transportation Advisory Committee has considered how the Transportation Planning Process will affect the involvement of Disadvantaged Business Enterprises in the FHWA and the FTA funded planning projects (Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23);

WHEREAS, the Transportation Advisory Committee has considered how the Transportation Planning Process will affect the elderly and the disabled per the provision of the Americans With Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the U.S. DOT implementation regulations;

WHEREAS, the Transportation Plan has a planning horizon year of 2050 and meets all the requirements for an adequate Transportation Plan,

NOW THEREFORE, be it resolved that the ROCKY MOUNT Urban Area Transportation Advisory Committee certifies the transportation planning process for the ROCKY MOUNT Metropolitan Planning Organization on this the 21st day of March, 2023.



Robbie Davis
Chair, Transportation Advisory Committee



Brad Kerr
Secretary, Transportation Advisory Committee

RESOLUTION
APPROVING THE FY 2024 PLANNING WORK PROGRAM
OF THE ROCKY MOUNT URBAN AREA

A motion was made by TAC Member Blockwell and seconded by TAC Member Hinton for the adoption of the following resolution approving the FY 2024 Planning Work Program, and upon being put to a vote was duly adopted.

WHEREAS, a comprehensive and continuing transportation planning program must be carried out cooperatively in order to ensure that funds for transportation projects are effectively allocated to the Rocky Mount Urban Area;

WHEREAS, the City of Rocky Mount has been designated as the recipient of Federal Transit Administration Metropolitan Planning Program (Section 5303) funds;

WHEREAS, members of the Rocky Mount Urban Area Metropolitan Planning Organization Transportation Advisory Committee agree that the Planning Work Program will effectively advance transportation planning for SFY 2023- 2024;

NOW, THEREFORE, be it resolved that the Metropolitan Planning Organization Transportation Advisory Committee hereby endorses the FY 2024 Planning Work Program for the Rocky Mount Urban Area.

Robbie Davis, Chairman of the Rocky Mount Urban Area Transportation Advisory Committee do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Transportation Advisory Committee, duly held on this 21st day of March 2023



A handwritten signature in cursive script, appearing to read "Robbie Davis".

Robbie Davis, Chairman
Rocky Mount Urban Area
Transportation Advisory Committee

Subscribed and sworn to me this 27th day of March 2023.

Notary Public

(Notary seal)

My Commission Expires: 2/1/2027

Address: 8427 Carter Grove Dr Elm City NC 27822

Funding Sources Table
Rocky Mount MPO PWP Budget FY 2024

Task Code	Task Description	Sec 104(f) PL			Section 5303				Total 100%	Safe & Acc Transp Options PL104 Set Aside (Program code Y410)			Task Funding Summary			
		Highway / Transit			Transit / Highway					100% Federal	Local	State	Federal	Grand Total		
		Local 20%	FHWA 80%	Total 100%	Local 10%	NCDOT 10%	FTA 80%	Total 100%								
II-A	Surveillance of Change															
II-A-1	Traffic Volume Counts	\$2,468	\$9,872	\$12,340		\$0	\$0	\$0				\$2,468	\$0	\$9,872	\$12,340	
II-A-2	Vehicles Miles of Travel	0	0	0		0	0	\$0				0	0	0	0	
II-A-3	Street System Changes	0	0	0		0	0	\$0				0	0	0	0	
II-A-4	Traffic Crashes	2,400	9,600	12,000		0	0	\$0				2,400	0	9,600	12,000	
II-A-5	Transit System Data	0	0	0	1,742	1,742	13,938	\$17,422				1,742	1,742	13,938	17,422	
II-A-6	Dwelling Unit, Pop & Employ change	116	464	580		0	0	\$0				116	0	464	580	
II-A-7	Air Travel	0	0	0		0	0	\$0				0	0	0	0	
II-A-8	Vehicle Occupancy Rates	0	0	0		0	0	\$0				0	0	0	0	
II-A-9	Travel Time Studies	185	740	925		0	0	\$0				185	0	740	925	
II-A-10	Mapping	3,140	12,560	15,700		0	0	\$0				3,140	0	12,560	15,700	
II-A-11	Central Area Parking Inventory	0	0	0		0	0	\$0				0	0	0	0	
II-A-12	Bike & Ped Facilities Inventory	660	2,640	3,300		0	0	\$0				660	0	2,640	3,300	
												0				
II-B	Long Range Transportation Plan															
II-B-1	Collection of Base Year Data	0	0	0		0	0	\$0				0	0	0	0	
II-B-2	Collection of Network Data	0	0	0		0	0	\$0				0	0	0	0	
II-B-3	Travel Model Updates	1,030	4,120	5,150		0	0	\$0				1,030	0	4,120	5,150	
II-B-4	Travel Surveys	0	0	0		0	0	\$0				0	0	0	0	
II-B-5	Forecast of Data to Horizon Year	0	0	0		0	0	\$0				0	0	0	0	
II-B-6	Community Goals & Objectives	0	0	0		0	0	\$0				0	0	0	0	
II-B-7	Forecast of Future Travel Patterns	0	0	0		0	0	\$0				0	0	0	0	
II-B-8	Capacity Deficiency Analysis	0	0	0		0	0	\$0				0	0	0	0	
II-B-9	Highway Element of the MTP	2,461	9,844	12,305		0	0	\$0				2,461	0	9,844	12,305	
II-B-10	Transit Element of the MTP	660	2,640	3,300	1,242	1,242	9,938	\$12,422				1,902	1,242	12,578	15,722	
II-B-11	Bicycle & Ped Element of the MTP	1,400	5,600	7,000		0	0	\$0				1,400	0	5,600	7,000	
II-B-12	Airport/Air Travel Element of the MTP	330	1,320	1,650		0	0	\$0				330	0	1,320	1,650	
II-B-13	Collector Street Element of the MTP	0	0	0		0	0	\$0				0	0	0	0	
II-B-14	Rail, Water or other mode of the MTP	330	1,320	1,650		0	0	\$0				330	0	1,320	1,650	
II-B-15	Freight Movement/Mobility Planning	0	0	0		0	0	\$0				0	0	0	0	
II-B-16	Financial Planning	148	592	740		0	0	\$0				148	0	592	740	
II-B-17	Congestion Management Strategies	0	0	0		0	0	\$0				0	0	0	0	
II-B-18	Air Qual Planning / Conformity Analysis	0	0	0		0	0	\$0				0	0	0	0	
III-A	Planning Work Program	444	1,776	2,220		0	0	\$0				444	0	1,776	2,220	
III-B	Transportation Improvement Program	2,350	9,400	11,750	352	352	2,817	\$3,521				2,702	352	12,217	15,271	
III-C	Civil Rights Cmp/Otr Reg Reqs															
III-C-1	Title VI	148	592	740	362	362	2,898	\$3,622				510	362	3,490	4,362	
III-C-2	Environmental Justice	0	0	0	320	320	2,563	\$3,204				320	320	2,563	3,204	
III-C-3	Disadvantaged Business Enterprise	0	0	0	380	380	3,043	\$3,804				380	380	3,043	3,804	
III-C-4	Planning for the Elderly & Disabled	0	0	0	320	320	2,563	\$3,204				320	320	2,563	3,204	
III-C-5	Safety / Drug Control Planning	0	0	0	380	380	3,043	\$3,804				380	380	3,043	3,804	
III-C-6	Public Involvement	1,030	4,120	5,150	205	205	1,643	\$2,054				1,235	205	5,763	7,204	
III-C-7	Private Sector Participation	0	0	0	0	0	0	\$0				0	0	0	0	
III-D	Incidental Plang / Project Dev															
III-D-1	Transportation Alternatives Program	0	0	0		0	0	\$0				0	0	0	0	
III-D-2	Environmental Analysis & Pre-TIP Plan'g	0	0	0		0	0	\$0				0	0	0	0	
III-D-3	Special Studies - Total	23,000	92,000	115,000		0	0	\$0				23,000	0	92,000	115,000	
	Sunset Avenue Roundabout Study			65,000												
	Trail Study			50,000												
III-D-4	Regional or Statewide Planning	660	2,640	3,300	702	702	5,614	\$7,018				1,362	702	8,254	10,318	
	Safe and Acc Transp Options											4,900	0	4,900	4,900	
III-E	Management & Operations	10,660	42,640	53,300		0	0	\$0				10,660	0	42,640	53,300	
TOTALS		\$53,620	\$214,480	\$268,100	\$6,005	\$6,005	\$48,060	\$60,075				\$4,900	\$59,628	\$6,008	\$267,440	\$333,075
		104 PL Total														
		\$268,100														



100 Coastline Street, Suite 315 • P.O. Box 1180 • Rocky Mount, NC 27802-1180 • Phone (252) 972-1174 • Fax (252) 972-1576

January 11, 2023

Brief Description of Planned Activities for FY 2024 Section 5303 Funds

The City of Rocky Mount plans to use FY 2024 Section 5303 funds to collect daily operational data to develop quarterly and annual reports as well as to review existing policies and procedures for Elderly and Disabled Transportation. It will also aid in organizing public activities and functions as well as preparing bus route surveys of the passengers of Tar River Transit.

A handwritten signature in black ink, appearing to read 'Todd Gardner', with a long horizontal line extending to the right.

Todd Gardner
Transit Administrator

FTA TASK NARRATIVE TABLE FY 2024

1-	MPO Name	Rocky Mount			
2-	FTA Code	442400			
3-	Task Code	II-A-5			
4-	Title of Planning Task	Transit System Data			
5-	Task Objective	Analyze transit problems			
6-	Tangible Product Expected	Report and future options.			
7-	Expected Completion Date of Product(s)	Jun-24			
8-	Previous Work	Report			
9-	Prior FTA Funds	\$13,120			
10-	Relationship To Other Activities	Data will be used to evaluate transit service in the future.			
11-	Agency Responsible for Task Completion	Tar River Transit			
12-	HPR - Highway - NCDOT 20%	\$0			
13-	HPR - Highway - FHWA 80%	\$0			
14-	Section 104 (f) PL Local 20%	\$0			
15-	Section 104 (f) PL FHWA 80%	\$0			
16-	Section 5303 Local 10%	\$1,742.00			
17-	Section 5303 NCDOT 10%	\$1,742.00			
18-	Section 5303 FTA 80%	\$13,938.00			
19-	Section 5307 Transit - Local 10%				
20-	Section 5307 Transit - NCDOT 10%				
21-	Section 5307 Transit - FTA 80%				
22-	Additional Funds - Local 100%				
1-	MPO Name	Rocky Mount			
2-	FTA Code	442301			
3-	Task Code	II-B-10			
4-	Title of Planning Task	Transit Element of the MTP			
5-	Task Objective	Identify and plan for transit needs			
6-	Tangible Product Expected	Current MTP for transit needs			
7-	Expected Completion Date of Product(s)	Jun-24			
8-	Previous Work	Transit Planning			
9-	Prior FTA Funds	\$9,120			
10-	Relationship To Other Activities	Part of the multi-modal transportation plan.			
11-	Agency Responsible for Task Completion	Tar River Transit			
12-	HPR - Highway - NCDOT 20%	\$0			
13-	HPR - Highway - FHWA 80%	\$0			
14-	Section 104 (f) PL Local 20%	\$660			
15-	Section 104 (f) PL FHWA 80%	\$2,640			
16-	Section 5303 Local 10%	\$1,242.00			
17-	Section 5303 NCDOT 10%	\$1,242.00			
18-	Section 5303 FTA 80%	\$9,938.00			
19-	Section 5307 Transit - Local 10%				
20-	Section 5307 Transit - NCDOT 10%				
21-	Section 5307 Transit - FTA 80%				
22-	Additional Funds - Local 100%				
1-	MPO Name	Rocky Mount			
2-	FTA Code	442500			
3-	Task Code	III-B			
4-	Title of Planning Task	Transportation Improvement Plan			

FTA TASK NARRATIVE TABLE FY 2024

5-	Task Objective	Prepare local TIP			
6-	Tangible Product Expected	MTIP			
7-	Expected Completion Date of Product(s)	Jun-24			
8-	Previous Work	TIP			
9-	Prior FTA Funds	\$2,000			
10-	Relationship To Other Activities	The result of transportation planning			
11-	Agency Responsible for Task Completion	CRM and NCDOT			
12-	HPR - Highway - NCDOT 20%				
13-	HPR - Highway - FHWA 80%				
14-	Section 104 (f) PL Local 20%	\$2,350			
15-	Section 104 (f) PL FHWA 80%	\$9,400			
16-	Section 5303 Local 10%	\$352.00			
17-	Section 5303 NCDOT 10%	\$352.00			
18-	Section 5303 FTA 80%	\$2,817.00			
19-	Section 5307 Transit - Local 10%				
20-	Section 5307 Transit - NCDOT 10%				
21-	Section 5307 Transit - FTA 80%				
22-	Additional Funds - Local 100%				
1-	MPO Name	Rocky Mount			
2-	FTA Code	442700			
3-	Task Code	III-C-1			
4-	Title of Planning Task	Title VI			
5-	Task Objective	Compliance			
6-	Tangible Product Expected	Report as needed			
7-	Expected Completion Date of Product(s)	Jun-24			
8-	Previous Work	Report			
9-	Prior FTA Funds	\$2,080			
10-	Relationship To Other Activities	Meet federal guidelines			
11-	Agency Responsible for Task Completion	Tar River Transit			
12-	HPR - Highway - NCDOT 20%				
13-	HPR - Highway - FHWA 80%				
14-	Section 104 (f) PL Local 20%	\$148			
15-	Section 104 (f) PL FHWA 80%	\$529			
16-	Section 5303 Local 10%	\$362.00			
17-	Section 5303 NCDOT 10%	\$362.00			
18-	Section 5303 FTA 80%	\$2,898.00			
19-	Section 5307 Transit - Local 10%				
20-	Section 5307 Transit - NCDOT 10%				
21-	Section 5307 Transit - FTA 80%				
22-	Additional Funds - Local 100%				
1-	MPO Name	Rocky Mount			
2-	FTA Code	442700			
3-	Task Code	III-C-2			
4-	Title of Planning Task	Environmental Justice			
5-	Task Objective	protection of human environment			
6-	Tangible Product Expected	database			
7-	Expected Completion Date of Product(s)	Jun-24			
8-	Previous Work				

FTA TASK NARRATIVE TABLE FY 2024

9-	Prior FTA Funds	\$2,400		
10-	Relationship To Other Activities	multi-modal application		
11-	Agency Responsible for Task Completion	CRM, NCDOT		
12-	HPR - Highway - NCDOT 20%			
13-	HPR - Highway - FHWA 80%			
14-	Section 104 (f) PL Local 20%	\$0		
15-	Section 104 (f) PL FHWA 80%	\$0		
16-	Section 5303 Local 10%	\$320.00		
17-	Section 5303 NCDOT 10%	\$320.00		
18-	Section 5303 FTA 80%	\$2,564.00		
19-	Section 5307 Transit - Local 10%			
20-	Section 5307 Transit - NCDOT 10%			
21-	Section 5307 Transit - FTA 80%			
22-	Additional Funds - Local 100%			
1-	MPO Name	Rocky Mount		
2-	FTA Code	442700		
3-	Task Code	III-C-3		
4-	Title of Planning Task	Minority Business Enterprise Planning		
5-	Task Objective	Compliance		
6-	Tangible Product Expected	Report as needed		
7-	Expected Completion Date of Product(s)	Jun-24		
8-	Previous Work	report		
9-	Prior FTA Funds	\$2,880		
10-	Relationship To Other Activities	Meet federal guidelines		
11-	Agency Responsible for Task Completion	Tar River Transit		
12-	HPR - Highway - NCDOT 20%			
13-	HPR - Highway - FHWA 80%			
14-	Section 104 (f) PL Local 20%	\$0		
15-	Section 104 (f) PL FHWA 80%	\$0		
16-	Section 5303 Local 10%	\$380.00		
17-	Section 5303 NCDOT 10%	\$380.00		
18-	Section 5303 FTA 80%	\$3,044.00		
19-	Section 5307 Transit - Local 10%			
20-	Section 5307 Transit - NCDOT 10%			
21-	Section 5307 Transit - FTA 80%			
22-	Additional Funds - Local 100%			
1-	MPO Name	Rocky Mount		
2-	FTA Code	442400		
3-	Task Code	III-C-4		
4-	Title of Planning Task	Planning for the Elderly & Disabled		
5-	Task Objective	Include elderly and disabled in transportation plans.		
6-	Tangible Product Expected	Support plan for E & D		
7-	Expected Completion Date of Product(s)	Jun-24		
8-	Previous Work	compliance reports		
9-	Prior FTA Funds	\$2,400		
10-	Relationship To Other Activities	Compliance with Title VI		
11-	Agency Responsible for Task Completion	Tar River Transit		
12-	HPR - Highway - NCDOT 20%			

FTA TASK NARRATIVE TABLE FY 2024

13-	HPR - Highway - FHWA 80%			
14-	Section 104 (f) PL Local 20%		\$0	
15-	Section 104 (f) PL FHWA 80%		\$0	
16-	Section 5303 Local 10%		\$320.00	
17-	Section 5303 NCDOT 10%		\$320.00	
18-	Section 5303 FTA 80%		\$2,564.00	
19-	Section 5307 Transit - Local 10%			
20-	Section 5307 Transit - NCDOT 10%			
21-	Section 5307 Transit - FTA 80%			
22-	Additional Funds - Local 100%			
1-	MPO Name	Rocky Mount		
2-	FTA Code		442400	
3-	Task Code	III-C-5		
4-	Title of Planning Task	Safety/Drug Control Planning		
5-	Task Objective	Complete required documents		
6-	Tangible Product Expected	Reports		
7-	Expected Completion Date of Product(s)		Jun-24	
8-	Previous Work	compliance reports		
9-	Prior FTA Funds		\$2,880	
10-	Relationship To Other Activities	Tar River Transit operations		
11-	Agency Responsible for Task Completion	Tar River Transit		
12-	HPR - Highway - NCDOT 20%			
13-	HPR - Highway - FHWA 80%			
14-	Section 104 (f) PL Local 20%		\$0	
15-	Section 104 (f) PL FHWA 80%		\$0	
16-	Section 5303 Local 10%		\$380.00	
17-	Section 5303 NCDOT 10%		\$380.00	
18-	Section 5303 FTA 80%		\$3,044.00	
19-	Section 5307 Transit - Local 10%			
20-	Section 5307 Transit - NCDOT 10%			
21-	Section 5307 Transit - FTA 80%			
22-	Additional Funds - Local 100%			
1-	MPO Name	Rocky Mount		
2-	FTA Code		442100	
3-	Task Code	III-C-6		
4-	Title of Planning Task	Public Involvement		
5-	Task Objective	work with public input		
6-	Tangible Product Expected	public activities		
7-	Expected Completion Date of Product(s)		Jun-24	
8-	Previous Work	compliance reports		
9-	Prior FTA Funds		\$1,480	
10-	Relationship To Other Activities	cover all modes of travel		
11-	Agency Responsible for Task Completion	CRM		
12-	HPR - Highway - NCDOT 20%			
13-	HPR - Highway - FHWA 80%			
14-	Section 104 (f) PL Local 20%		\$1,030	
15-	Section 104 (f) PL FHWA 80%		\$4,120	
16-	Section 5303 Local 10%		\$205.00	

FTA TASK NARRATIVE TABLE FY 2024

17-	Section 5303 NCDOT 10%	\$205.00			
18-	Section 5303 FTA 80%	\$1,644.00			
19-	Section 5307 Transit - Local 10%				
20-	Section 5307 Transit - NCDOT 10%				
21-	Section 5307 Transit - FTA 80%				
22-	Additional Funds - Local 100%				
1-	MPO Name	Rocky Mount			
2-	FTA Code	442200			
3-	Task Code	III-D-4			
4-	Title of Planning Task	Regional or Statewide Planning			
5-	Task Objective	Plan transportation on a regional basis			
6-	Tangible Product Expected	Data collection			
7-	Expected Completion Date of Product(s)	Jun-24			
8-	Previous Work	transit planning			
9-	Prior FTA Funds	\$4,800			
10-	Relationship To Other Activities	Used for multi-modal concept on large scale basis			
11-	Agency Responsible for Task Completion	CRM and NCDOT			
12-	HPR - Highway - NCDOT 20%				
13-	HPR - Highway - FHWA 80%				
14-	Section 104 (f) PL Local 20%	\$660			
15-	Section 104 (f) PL FHWA 80%	\$2,640			
16-	Section 5303 Local 10%	\$702.00			
17-	Section 5303 NCDOT 10%	\$702.00			
18-	Section 5303 FTA 80%	\$5,614.00			
19-	Section 5307 Transit - Local 10%				
20-	Section 5307 Transit - NCDOT 10%				
21-	Section 5307 Transit - FTA 80%				
22-	Additional Funds - Local 100%				

Anticipated DBE Contracting Opportunities for FY23-24

Name of MPO: Rocky Mount Urban Area

Person Completing Form: Jordan Reedy Telephone Number: 252 972-1129

Prospectus Task Code	Prospectus Description	Name of Agency Contracting Out	Type of Contracting Opportunity (Consultant, etc.)	Federal Funds to be Contracted Out	Total Funds to be Contracted Out
II A 1	TRAFFIC VOLUME COUNTS		NO		
II A 2	VMT		NO		
II A 3	STREET SYSTEM CHANGES		NO		
II A 4	TRAFFIC ACCIDENTS		NO		
II A 5	TRANSIT SYSTEM DATA	CITY OF ROCKY MOUNT	CONSULTANT	\$13120	\$16,400
II A 6	DU, POP, EMP CHANGE		NO		
II A 7	AIR TRAVEL		NO		
II A 8	VOR		NO		

II A 9	TRAVEL TIME STUDIES		NO		
II A 10	MAPPING		NO		
II A 11	CENTRAL AREA PARKING INVENTORY		NO		
II A 12	BIKE/PED FACILITIES INVENTORY		NO		
II B 1	COLLECTION BASE YEAR DATA		NO		
II B 2	COLLECTION NETWORK DATA		NO		
II B 3	TRAVEL MODEL UPDATES		NO		
II B 4	TRAVEL SURVEYS		NO		
II B 5	FORECAST DATA HORIZON YEAR		NO		
II B 6	COMMUNITY GOALS OBJECTIVES		NO		
II B 7	FORECAST FUTURE TRAVEL PATTERNS		NO		
II B 8	CAPACITY DEFICIENCY ANALYSIS		NO		

II B 9	HIGHWAY ELEMENT MTP		NO		
II B 10	TRANSIT ELEMENT LRTP	CITY OF ROCKY MOUNT	CONSULTANT	\$9,120	\$11,400
II B 11	BIKE/PED ELEMENT LRTP		NO		
II B 12	AIRPORT/AIR TRAVEL ELEMENT LRTP		NO		
II B 13	COLLECTOR STREET ELEMENT LRTP		NO		
II B 14	RAIL/OTHER MODE LRTP		NO		
II B 15	FREIGHT / MOBILITY PLANNING		NO		
II B 16	FINANCIAL PLANNING		NO		
II B 17	CONGESTION MANAGEMENT STRATEGIES		NO		
II B 18	AIR QUALITY ANALYSIS		NO		
III A	PWP		NO		
III B	TIP		NO		

III C 1	TITLE VI		NO		
III C 2	ENVIRONMENTAL JUSTICE		NO		
III C 3	DISADVANTAGED BUSINESS ENTERPRISE		NO		
III C 4	PLANNING FOR ELDERLY & DISABLED		NO		
III C 5	SAFETY / DRUG CONTROL PLANNING		NO		
III C 6	PUBLIC INVOLVEMENT		NO		
III C 7	PRIVATE SECTOR PARTICIPATION		NO		
III D 1	TRANSPORTATION ENHANCEMENT PLANNING		NO		
III D 2	ENVIRO ANALYSIS & PRE-TIP PLANNING		NO		
III D 3	SPECIAL STUDIES	CITY OF ROCKY MOUNT	CONSULTANT	\$92,000	\$115,000
III D 4	REGIONAL OR STATEWIDE PLANNING	CITY OF ROCKY MOUNT	NO		
III E	MANAGEMENT & OPERATIONS		NO		

**ROCKY MOUNT URBAN AREA MPO
FIVE YEAR TRANSPORTATION PLANNING CALENDAR**

Fiscal Year	Planning Process Actions		Products of the Planning Process					STIP
			Metropolitan Transportation Plan (Minimum 5 Year Cycle)			Metropolitan Transportation Improvement Program		
	Certification of Planning Process	PWP or UPWP	Review of MTP	MTP Analysis and Conformity Finding	Major Update	Metropolitan Transportation Improvement Program	MTIP Conformity	
2024	Yes	Yes	Yes	Yes	Adopt MTP 2050	Adopt MTIP	Yes	Adopt STIP
2025	Yes	Yes	Yes					
2026	Yes	Yes	Yes			Draft MTIP		Draft STIP
2027	Yes	Yes	Yes			Adopt MTIP		Adopt STIP
2028	Yes	Yes	Yes					

ROCKY MOUNT MPO
PWP BUDGET FY 2024 TASK NARRATIVE

II-A-1 Traffic Volume Counts \$12,340

The Rocky Mount Public Works department (Traffic Division) will be utilizing the Residential Traffic Management Policy, to conduct traffic counts in residential areas. The costs associated with this item will be split between manhours from the principle transportation planner conducting studies, as well as maintaining current devices and purchasing new traffic counting equipment. Promoting complete streets through public engagement

II-A-4 Traffic Crashes \$12,000

The staff has updated our traffic crash reporting process. The new traffic crash database streamlines information on crash date, time, location, type, and existing conditions at the crash, without the need for reviewing individual reports. Crash information is provided for the Traffic Engineer's use in formulating recommendations for improvements to promote safer driving conditions.

II-A-5 Transit System Data \$17,422

Tar River Transit will prepare a summary of annual transit data including ridership data, revenue data, operational miles and hours, and DARTS data. The data will be used to evaluate current and future transit services. The data is also required for NCDOT fiscal year end reports.

II-A-6 Dwelling Unit, Population & Employment Changes \$580

Changes in population and development across the study area will be monitored to determine necessary restructuring of transportation services to meet current and forecasted demand.

II-A-9 Travel Time Studies \$925

Staff members will conduct travel time studies on selected corridors within the transportation planning area. The data will be compiled to develop a historical trend comparison of the travel times along some of the more heavily congested corridors. Typically, the study is conducted on Wesleyan Blvd, Sunset Ave, Fariview Road / Grand Ave, Benvenue Road, and Winstead Avenue.

II-A-10 Mapping \$15,700

Base maps of the Rocky Mount Urban Area will be maintained to display the current street and highway network. A special emphasis to have more mapping available on the Internet will be made this fiscal year. The staff will continue the work on developing a traffic ordinance map. The Transportation Planner will be responsible for creating a majority of the maps for the MPO, as well as posting them on ArcGIS Online for public access.

II-A-12 Bike and Pedestrian Facilities Inventory \$3,300

Inventories of alternate modes of transportation will be developed to be included in the multi-modal transportation plan. The inventory will describe forms of transportation other than the private automobile and public transit with estimates of use.

II-B-3 Travel Model Updates \$5,150

The Rocky Mount MPO finalized their Travel Demand Model in the 2023 FY. We expect to continue to monitor and update our model annually to insure that the most accurate data is always available for MPO use.

II-B-9 Highway Element of the MTP \$12,305

MPO staff and Kimley Horn (consultant) plan to work with the MTP Steering Committee, NCDOT, and the public to identify highway needs across the MPO. These needs will be addressed in the ongoing update to the Metropolitan Transportation Plan.

II-B-10 Transit Element of the MTP \$15,722

MPO staff and Kimley Horn (consultant) plan to work with the MTP Steering Committee, NCDOT, Tar River Transit, and the public to identify Transit needs across the MPO. These needs will be addressed in the ongoing update to the Metropolitan Transportation Plan.

II-B-11 Bicycle and Pedestrian Element of the MTP \$7,000

MPO staff, and MTP steering committee will be working with a consultant, the NCDOT, and the public to update the Bicycle and Pedestrian element of the 2050 MTIP.

II-B-12 Airport/Air Travel Element of the MTP \$1650

The MPO staff will work with the Rocky Mount/Wilson Airport to identify airport needs to be addressed in the 2050 MTP Update.

II-B-14 Rail, Water or Other Mode of MTP \$1650

City Staff and Kimley Horn (consultant) will seek guidance from the NCDOT to update the rail, water and other modes of transportation for the 2050 MTP Update.

II-B-16 Financial Planning \$740

Planning activities will focus on providing accurate financial data to ensure that future projections are created accurately.

III-A Planning Work Program \$2,220

The staff will administer the current PWP budget for FY 2024, while beginning the development of the FY 25 PWP. The staff will fulfill certification of the MPO's 3-C Transportation Planning Process. Performance measures will be incorporated into the transportation planning process. The Principle Transportation Planner will be responsible for quarterly invoices, and monitoring our annual PWP budget to fully utilize the funds.

III-B Transportation Improvement Plan \$15,271

The staff will develop a Metropolitan Transportation Improvement Program, which is coordinated with the State Transportation Improvement Program. A list of unmet transportation needs will be developed. The MTIP process is still under review from the

NCDOT Board of Transportation, but staff will continue training and project prioritization for when the updated STIP Process has been settled.

III-C-1 Title VI \$4,362

Both the Rocky Mount MPO and the Tar River Transit must receive Title VI compliance from the Federal Transit Administration in order to receive annual funding. The plan will be reviewed and updated as needed for continued compliance.

III-C-2 Environmental Justice \$3,204

The staff will prepare transportation plans in such a manner as to ensure public involvement of low-income and minority groups, and to prevent disproportionately high and adverse impacts to low-income and minority groups, and to assure low-income and minority groups receive a proportionate share of benefits resulting from decisions made

III-C-3 Disadvantaged Business Enterprise \$3,804

Tar River Transit must possess an approved DBE program in order to apply for Federal Transit Administration funding. The plan will be reviewed and updated as needed for continued compliance.

III-C-4 Planning for the Elderly and Disabled \$3,204

An inventory of transportation services provided by public and private agencies for the elderly and disabled will be compiled. The staff will participate with the local Citizens Transportation Advisory Group as public transportation for the disabled is evaluated.

III-C-5 Safety / Drug Control Planning \$3,804

Reports and documentation will be gathered in order to submit the annual Drug and Alcohol reports to the Federal Transit Administration. Tar River Transit must possess a drug and alcohol program in order to apply for Federal Transit Administration funding.

III-C-6 Public Involvement \$7,204

The staff will work to develop a proactive public involvement process to allow the open exchange of information and ideas between the public and transportation decision-makers. MPO staff plan to continue the public involvement process for the update to the MTP, various special studies, and all Transportation Advisory meetings and decisions.

III-D-3 Special Studies \$115,000

MPO staff plan to employ consultants to assist with two special studies in FY24. The Sunset Ave Roundabout Study will focus on a potential roundabout, designed during our previous “Sunset Avenue Study” The purpose of the roundabout study is to further inform the public about the potential project, while also ironing out issues or shortfalls of the project. The second special study that the MPO plans to undertake is a Trail Study, looking at our existing trail system, and working to make future connections to supplement our trail network.

III-D-4 Regional or Statewide Planning \$10,318

Staff members will participate in planning conferences and workshops with state and federal agencies as appropriate. Transit planning efforts will continue to address the provision of transit services on a regional scale. The Principal Transportation Planner is on multiple statewide planning boards addressing Locally administered projects, and Transit.

III-D-4 Safe and Acc Transportation Options \$4900

Adoption of Complete Streets standards and policies. Development of a complete streets priority plan. development of transportation plans to create a network of active transportation facilities, create multiuse active infrastructure facilities, increase public transportation ridership and improve the safety of bicyclists and pedestrians. Regional and megaregional planning, and the development of transportation plans and policies that support transit oriented development.

III-E Management & Operations \$53,345

The staff will plan and prepare for four TCC and four TAC meetings, MTP Update related public meetings and work sessions. Staff attendance at Planning Board and City Council meetings occurs monthly.

The MPO will be managed and operated to achieve transportation planning goals identified by performance measures.

Meetings associated with the NC MPO Association will require staff to travel out of town. Also, staff attends the annual Public Transportation Conference.

Training of staff members is afforded with PWP funding.

Quarterly reports and documents are prepared in the administration of the PWP.

Membership in ITE, TRB, NCAPA, and AICP for the Transportation Planner is funded.

Membership in the national Association of Metropolitan Planning Organizations for the Rocky Mount MPO is included.

Office equipment and supplies for transportation planning is included in the budget.

Section 104(F) PL Funds Total = \$268,100

PWP Budget Total = \$333,075

	MANHOURS	Brad Kerr	Traffic Engineer	Jordan Reedy	Linda Rideout	Kevin Harrell	Interns	TOTAL
II-A-1	Traffic Volume Counts			100	150			250
II-A-2	Vehicle Miles of Travel							0
II-A-3	Street System Changes							0
II-A-4	Traffic Accidents			50	350			400
II-A-5	Transit System Data							0
II-A-6	Dwelling Unit, Pop. & Emp. Change				20			20
II-A-7	Air Travel							0
II-A-8	Vehicle Occupancy Rates							0
II-A-9	Travel Time Studies			15	10			25
II-A-10	Mapping			150	350			500
II-A-11	Central Area Parking Inventory							0
II-A-12	Bike & Ped. Facilities Inventory			50	50			100
II-B-1	Collection of Base Year Data							0
II-B-2	Collection of Network Data							0
II-B-3	Travel Model Updates			100	50			150
II-B-4	Travel Surveys							0
II-B-5	Forecast of Data to Horizon year							0
II-B-6	Community Goals & Objectives							0
II-B-7	Forecast of Future Travel Patterns							0
II-B-8	Capacity Deficiency Analysis							0
II-B-9	Highway Element of the LRTP			215	150			365
II-B-10	Transit Element of the LRTP			50	50			100
II-B-11	Bicycle & Ped. Element of the LRTP			150	50			200
II-B-12	Airport/Air Travel Element of LRTP			25	25			50
II-B-13	Collector Street Element of LRTP							0
II-B-14	Rail, Water or other mode of LRTP			25	25			50
II-B-15	Freight Movement/Mobility Planning							0
II-B-16	Financial Planning			20	0			20
II-B-17	Congestion Management Strategies							0
II-B-18	Air Qual. Planning/Conformity Anal.							0
III-A	Planning Work Program			60				60
III-B	Transp. Improvement Plan			200	150			350
III-C-1	Title VI			20				20
III-C-2	Environmental Justice							0
III-C-3	Minority Business Enterprise							0
III-C-4	Planning for the Elderly & Disabled							0
III-C-5	Safety/Drug Control Planning							0
III-C-6	Public Involvement			100	50			150
III-C-7	Private Sector Participation							0
III-D-1	Transportation Enhancement Plng.							0
III-D-2	Enviro. Analysis & Pre-TIP Plng.							0
III-D-3	Special Studies							0
III-D-4	Regional or Statewide Planning			50	50			100
III-E	Management & Operations			600	400			1,000
	TOTAL HOURS	0	0	1980	1930	0	0	3,910

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PWP Manhour Estimate for FY 2024

CITY OF ROCKY MOUNT, N.C.
FY 2022 EXPENDITURE REPORT for the MPO
SECTION 104 (F) (PL FUNDS)
For the Period July 1, 2021 through June 30, 2022

		<u>Amount</u>	<u>Percent</u>		<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>
<u>PWP WORK ITEM</u>		<u>Program m ed</u>	<u>Com plete</u>	<u>To Date Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>
SURVEILLANCE OF CHANGE:								
II-A-1	Traffic Counts	\$ 17,700.00	15%	\$2,660.50	\$880.00	\$1,780.50	\$0.00	\$0.00
II-A-2	Vehicle Miles of Travel	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-A-3	Street System Change	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-A-4	Traffic Accidents	\$ 30,305.00	100%	\$31,625.00	\$8,470.00	\$7,975.00	\$6,600.00	\$8,580.00
II-A-5	Transit System Data	\$ 16,950.00	0%	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-A-6	Dwelling Unit / Pop. Emp. Change	\$ 2,420.00	55%	\$1,320.00	\$0.00	\$1,320.00	\$0.00	\$0.00
II-A-7	Air Travel	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-A-8	VOR	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-A-9	Travel Time Studies	\$ 3,050.00	76%	\$2,325.00	\$0.00	\$0.00	\$1,155.00	\$1,170.00
II-A-10	Mapping	\$ 12,815.00	79%	\$10,185.00	\$4,400.00	\$1,650.00	\$3,355.00	\$780.00
II-A-11	Central Area Parking Inventory	\$ 605.00	100%	\$605.00	\$605.00	\$0.00	\$0.00	\$0.00
II-A-12	Bike & Ped Facilities Inventory	\$ 440.00	44%	\$195.00	\$0.00	\$0.00	\$0.00	\$195.00
LONG RANGE TRANSPORTATION PLAN								
II-B-1	Collection of Base Year Data	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-2	Collection of Network Data	\$ 440.00	38%	\$165.00	\$0.00	\$0.00	\$165.00	\$0.00
II-B-3	Travel Modal Updates	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-4	Travel Surveys	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-5	Forecast of Data of Horizon Year	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-6	Community Goals and Objectives	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-7	Forecast of Future Travel Patterns	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-8	Capacity Deficiency Analysis	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-9	Highway Element of the LRTP	\$ 11,660.00	80%	\$9,275.00	\$3,410.00	\$3,245.00	\$2,035.00	\$585.00
II-B-10	Transit Element of the LRTP	\$ 11,675.00	0%	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-11	Bicycle and Ped. Element of the LRTP	\$ 11,275.00	72%	\$8,095.00	\$2,860.00	\$2,695.00	\$1,760.00	\$780.00
II-B-12	Airport/Air Travel Element of the LRTP	\$ 275.00	0%	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-13	Collector Street Element of the LRTP	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-14	Rail, Water or other mode of LRTP	\$ 880.00	41%	\$360.00	\$0.00	\$0.00	\$165.00	\$195.00
II-B-15	Freight Movement / Mobility Plannng	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-16	Financial Planning	\$ 275.00	100%	\$275.00	\$275.00	\$0.00	\$0.00	\$0.00
II-B-17	Congestion Management Strategies	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
II-B-18	Air Quality Planning / Conformity Analysis	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
III-A	PLANNING WORK PROGRAM	\$ 2,475.00	56%	\$1,375.00	\$550.00	\$825.00	\$0.00	\$0.00
III-B	TRANSPORTATION IMPROVEMENT PROG.	\$ 24,150.00	67%	\$16,070.00	\$5,775.00	\$7,480.00	\$2,035.00	\$780.00
CIVIL RIGHTS COMPLIANCE / OTHER REGULATION								
III-C-1	Title VI	\$ 3,040.00	14%	\$440.00	\$440.00	\$0.00	\$0.00	\$0.00
III-C-2	Environmental Justice	\$ 3,000.00	0%	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
III-C-3	Monority Business Enterprise	\$ 3,600.00	0%	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
III-C-4	Planning for the Elderly and Disabled	\$ 3,000.00	0%	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
III-C-5	Safety/Drug Control Planning	\$ 3,600.00	0%	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
III-C-6	Public Involvement	\$ 6,305.00	28%	\$1,765.00	\$825.00	\$550.00	\$0.00	\$390.00
III-C-7	Private Sector Participation	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
INCIDENTAL PLANNING / PROJECT DEVELOPMENT								
III-D-1	Transportation Enhancement Planning	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
III-D-2	Eviro. Analysis & Pre-Tip Planning	\$ -	#DIV/0!	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
III-D-3	Special Studies	\$ 30,000.00	0%	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
III-D-4	Regional or Statewide Planning	\$ 9,775.00	8%	\$780.00	\$0.00	\$0.00	\$0.00	\$780.00
III-E	MANAGEMENT AND OPERATIONS	\$ 100,280.00	42%	\$42,069.56	\$14,973.71	\$16,292.24	\$6,197.20	\$4,606.41
	Total PWP Budget	\$ 309,990.00	42%	\$129,585.06	\$43,463.71	\$43,812.74	\$23,467.20	\$18,841.41
	Total YTD Section 104(f) Funds (80%)	\$ 247,992	-	\$103,669	\$34,770.97	\$35,050.19	\$18,773.76	\$15,073.13
	Total YTD Local Share (20%)	\$ 61,998	-	\$25,917	\$8,692.74	\$8,762.55	\$4,693.44	\$3,768.28
	Total YTD Section 104(f) & Local Share	\$ 309,990	-	\$129,586	\$43,463.71	\$43,812.74	\$23,467.20	\$18,841.41
	Prior 104(f) Reimbursements Requested	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -
	Net 104 (f) Reimbursements Due City	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -
				\$103,668	\$34,771	\$35,050	\$18,774	\$15,073

Person Completing Request for Funds

Jordan Reedy

1st Quarter 2nd Quarter 3rd Quarter 4th Quarter
Expenditures Expenditures Expenditures Expenditures