



Planning Work Program
FFY 2024 Program

South Western Oklahoma Development Authority
P.O. Box 569
Burns Flat, Oklahoma 73624
580-562-4882

Association of South-Central Oklahoma Government
P.O. Box 1647
Duncan, OK.73534
580-736-7965

www.sortpo.org

This project is financed with Federal SPR and SWODA and ASCOG funds.
FFY October 1, 2023 - September 30, 2024

Adopted by Resolution 2023-3
SORTPO Transportation Policy Board
9/28/23

Table of Contents

Introduction1

Federal Requirements1

 Map 1: SORTPO Planning Region2

Planning Factors2

Transportation Planning Products.....3

- Planning Work Program (PWP)3
- Regional Long-Range Transportation Plan (RTP).....3
- Public Participation Plans (PPP)3
- Limited English Proficiency Plan (LEP)3

SORTPO Responsibilities.....4

Regional Transportation Priorities4

SFY 2023 Accomplishments4

PWP Funding5

- Indirect Costs.....5
- The UPWP, Title VI and Environmental Justice5
- Tribal involvement6
- Federal public lands.....6
- Table 1: FHWA SPR Budget Summary7
- Table 2: FFY 2024 Total Budget, Including SPR Funds, FTA 5310, State and Local Sources.....7

ELEMENT 1.0 - Program Management.....8

- Table 3: Program Support and Administration Funding9

ELEMENT 2.0 – Data Acquisition and Management..... 10

- Table 4: Data Acquisition and Management Funding 10

ELEMENT 3.0 – Regional Planning Transportation Planning..... 11

- Table 5: Long Range Transportation Planning Funding 11

SPR Funds 11

ELEMENT 4.0 – Multi Modal Transportation – Short Range Planning 12

- Table 6: Short Range Transportation Planning Funding..... 12

ELEMENT 5.0 – Public Education and Participation 13

- Table 7: Public Education & Participation Funding 13

ELEMENT 6.0 - Mobility Management Program 14

- Table 9: Mobility Management Program – Pilot Project 14

ELEMENT 7.0 – Regional Transportation Improvement Program 15

- Table 8: Short Range Transportation Planning Funding..... 15

ACRONYMS 16

APPENDIX A: Resolution..... 17

APPENDIX B: SORTPO Technical Committee Members 18

APPENDIX C: SORTPO Policy Board Members..... 19

Resolution No. 2023- 3
Adopting the Federal Fiscal Year 2024
Planning Work Program for the
Southwest Oklahoma Regional Transportation Planning Organization

Whereas, the South Western Oklahoma Development Authority by Resolution 09-04 created the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO); and

Whereas, through a Resolution 16-06 the South Western Oklahoma Development Authority expanded the SORPTO transportation planning area to include the Association of South Central Oklahoma Governments (ASCOG); and

Whereas, Planning Work Program (PWP) defines SORPTO's planning priorities and describes all transportation-related planning activities anticipated in the program year; and

Whereas, the objective of the PWP is to ensure the transportation planning activities for SORTPO supports the regional transportation planning needs of the area; and

Whereas, the PWP was developed by SWODA/ASCOG in collaboration with Oklahoma Department of Transportation (ODOT); and

Whereas, the PWP was included on SORTPO's website for 10 days to allow the public an opportunity to review the PWP and provide comments; and


Whereas, the SORTPO Transportation Technical Committee at their September 28, 2023, meeting recommended approval of the Federal Fiscal Year 2024 PWP.

NOW, THEREFORE BE IT RESOLVED, that the SORPTO Policy Board hereby approves and adopts the Federal Fiscal Year 2024 Planning Work Program.

Approved and Adopted by SORTPO Policy Board and signed this 28th day of September, 2023.



Ed Barry, Vice Chairman SORTPO Policy Board



Julie Sanders, Secretary SORTPO Policy Board

Introduction

In April 2012, the Oklahoma Department of Transportation (ODOT) entered an agreement with Oklahoma Association of Regional Councils (OARC) to oversee development of the regional transportation planning process and the regional public participation process in the non-metropolitan areas of the state. Three Councils of governments were selected as pilot projects: SWODA, NODA and COEDD. The goals of the RTPO are to provide a regional forum for cooperative decision making about transportation issues and to serve as liaison between the local governments and the Oklahoma Department of Transportation (ODOT). The exposure of the RTPO program through OARC has allowed for an interest in collaborating planning among county commissions, mayors, circuit engineering districts, ODOT Division Engineers, city officials, business owners, and local citizens.

Beginning with Federal Fiscal Year (FFY) 2015 two additional rural COGs (ASCOG and Grand Gateway) were added to the program. In FFY 2016, through a collaborative effort involving SORTPO, ASCOG and ODOT a transportation planning pilot project comprising sixteen (16) counties was initiated representing two Councils of Governments SWODA and ASCOG. The SWODA Board of Trustees adopted Resolution 16-06 (Appendix A) amending the SORTPO region (Map 1).

The objective of the PWP is to ensure the transportation planning activities for SWODA/ASCOG region identifies transportation and related planning activities that will be undertaken by SORTPO during FFY 2023-2024. The PWP is developed by SWODA/ASCOG in collaboration with Oklahoma Department of Transportation (ODOT). The PWP is comprised of 6 major elements with specific deliverables, activities, and summary details about expected products.

Federal Requirements

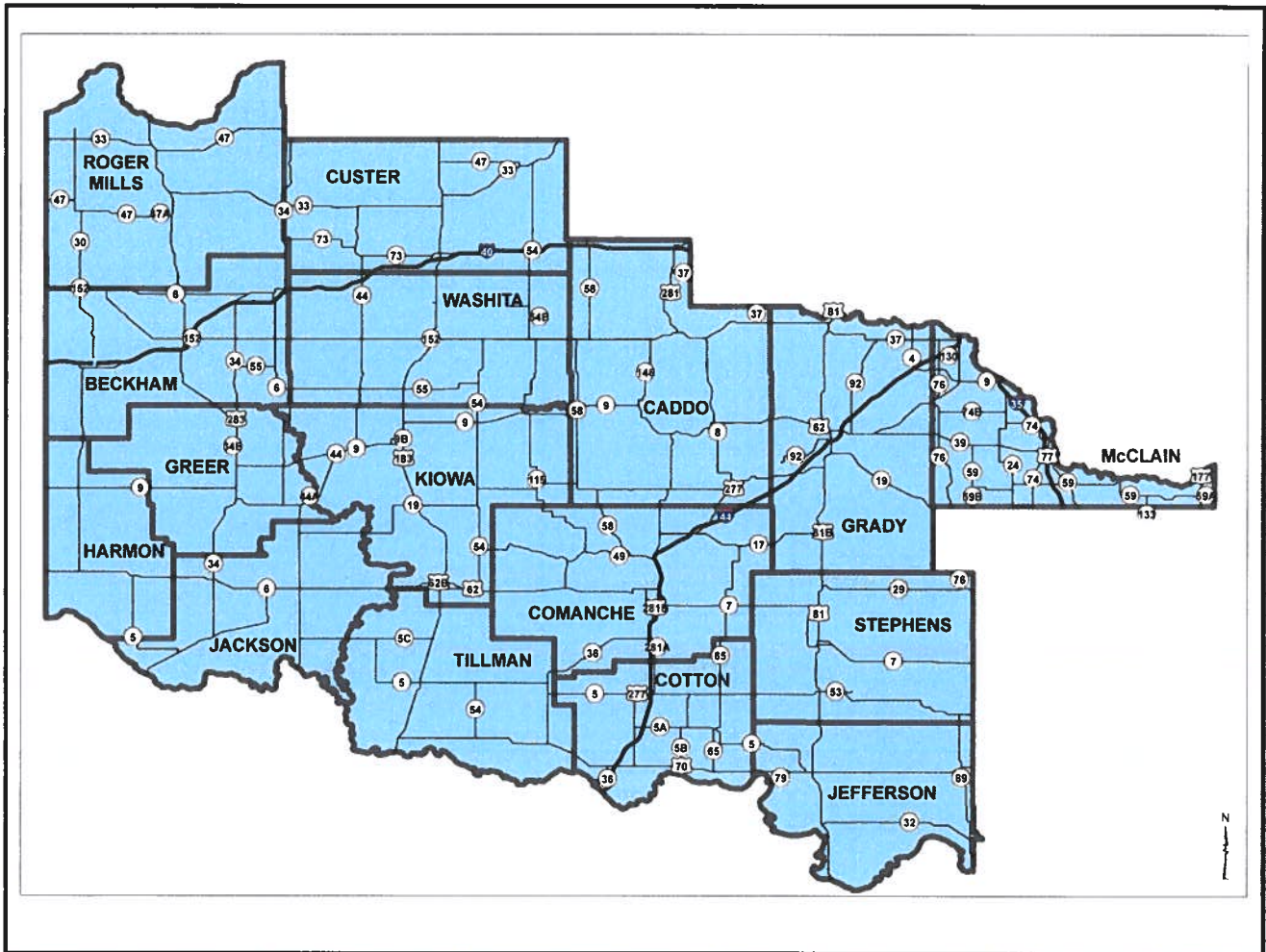
Federal transportation legislation first established performance-based planning requirements for metropolitan planning organizations (MPOs) in 2012 with the Moving Ahead for Progress in the 21st Century Act (MAP-21), which was continued in 2015 with the Fixing America's Surface Transportation (FAST) Act and in 2021 with the IIJA.

The requirement is for a streamlined and performance-based process for transportation planning, implementation, and evaluation that shows how these together will address national transportation goals. National goals for performance areas include:

- **Safety** – To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
- **Infrastructure Condition** – To maintain the highway and transit system infrastructure assets in a state of good repair.
- **Congestion Reduction** – To achieve a significant reduction in congestion on the National Highway System.
- **System Reliability** – To improve the efficiency of the surface transportation system.
- **Freight Movement and Economic Vitality** – To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.

- **Environmental Sustainability** – To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays** – To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies’ work practices.

Map 1: SORTPO Planning Region



Planning Factors

Planning Factors were established in MAP-21 and FAST Act as areas to consider when developing the transportation plan. The planning goals and strategies identified in the RTP address the 10 national planning factors:

1. Support the economic vitality of the United States, the States, nonmetropolitan areas, and metropolitan areas, especially enabling global competitiveness, productivity, and efficiency.
2. Improve infrastructure conditions to achieve a state of good repair.
3. Reduce congestion.
4. Increase accessibility and mobility of people and freight.

5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic patterns.
6. Enhance the integration and connectivity of the transportation system across and between modes, people, and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

Transportation Planning Products

SORTPO's regional transportation planning process includes development of planning products, including the PWP, data collection, Regional Transportation Plan (RTP), short range studies, Limited English Proficiency Plan and Public Participation Plan (PPP).

- *Planning Work Program (PWP)*. The PWP is one element of the transportation planning process that SWODA/ASCOG will follow in support of development of transportation planning products. The PWP documents the transportation planning activities and projects to be accomplished with SPR funds in SORTPO region during the federal fiscal year (FFY).
- *Regional Long-Range Transportation Plan (RTP)*. The RTP is one of the main products of the transportation planning process. The development of the Regional Plan: Southwest Oklahoma Moving People and Goods began in 2020 and was adopted in FFY 2023. SWODA is the recipient of a FFY 2022 RAISE grant in the amount of \$1.5 million that will be utilized to develop a new RTP.
- *Public Participation Plans (PPP)*. The intent of the Public Participation Plan is to encourage and support proactive public participation throughout the planning and decision making process related to the development of proposed transportation plans, programs, and projects so that a safe, efficient transportation system reflecting the needs and interests of all stakeholders can be provided. Public participation provides citizens, affected public agencies, private providers of transportation and other interested party's reasonable opportunity to comment, participate in goal setting, problem solving, and expand the focus of transportation decision making. The SORTPO Policy Board amended the PPP by Resolution #2018-2 on June 28, 2018.
- *Limited English Proficiency Plan (LEP)*. SORTPO is represented by a diverse population residing in sixteen counties. SORTPO must prepare for and provide the opportunity for all its citizens to participate in the transportation planning process – regardless of their proficiency in speaking the English language – as required by Executive Order 13166 signed on August 11, 2000. SORTPO Policy adopted Resolution # 2018-3 on June 28, 2018, approving the LEP.

SORTPO Responsibilities

SORTPO responsibilities include:

- Develop and maintain a long-range multi modal RTP.
- Coordinate transportation decisions among local jurisdictions, state agencies, and area transit operators.
- Develop an annual planning work program.
- Develop and implement a public participation plan (PPP).

All aspects of the planning process are overseen by the SORTPO Transportation Policy Board (TPB). The SORTPO Transportation Technical Committee (TTC) serves as the advisory group for transportation planning and policy initiatives. This committee reviews transportation planning work efforts and provides a recommendation to the TPB for their consideration and action. The day-to-day activities of SORTPO are supported by a full-time transportation planner. Additional SWODA and ASCOG staff members contribute to the transportation planning process to ensure the overall planning program is executed in a timely and efficient manner and in accordance with Federal regulations. Staff are housed within the SWODA and ASCOG Planning Departments. Staff, equipment, supplies, rent, consulting studies, and other expenses used to support staffing operations are reimbursable to SORTPO by the FHWA State Planning & Research (SPR) program funds at 80% of the total amount of the work effort and the local match of 20% is provided by SWODA and ASCOG.

Regional Transportation Priorities

The FFY 2024 SORTPO planning priorities are reflected in the various elements of this document. The major products or activities planned for FFY 2024 include:

- SORTPO will track rulemaking and other developments relating to the IIJ Act.
- Develop the Regional Transportation Improvement Program (RTIP).
- Monitor consultant(s) work and progress on development of the Regional Transportation Plan.
- Assess the progress of the Mobility Navigation program.
- Area planning assistance.
- Attending training recommended by ODOT to further enhance the skills of staff.
- Aid communities and agencies in the development of Transportation Alternative Program grants and other grants that enhance or support the transportation system.
- Advance public engagement and participation with the public to create contacts and relationships and share information pertaining to transportation planning in the region.
- Develop information explaining the SORTPO transportation planning process, key documents, update SORTPO website and attend meeting to present SORTPO transportation planning.

SFY 2023 Accomplishments

Reviewing FFY 2023, this section highlights some notable completed work items.

- FFY 2022 RAISE planning grant awarded in the amount of \$1.5 million to develop a RTP.
- Developed request for proposal for FFY 2022 RAISE Planning Grant Consultant and evaluated proposals.

- Implemented Mobility Management Pilot Program for Jackson, Kiowa, and Tillman counties.
- Hosted a Walkability Summit in Clinton, Ok.
- Completed the Regional Transportation Policy Plan.
- Submitted application to ODOT for official RTPO designation.
- Prepared and/or provided assistance in development of Transportation Alternative Program (TAP) grant applications.
- Awarded SPR Transportation Planning Mini grants.

PWP Funding

The SORTPO State Planning & Research (SPR) transportation planning program is funded by state, local funds, and in-kind matching funds totaling \$ 281,250. The largest funding source is derived from FHWA funds apportioned to ODOT’s SPR program. FHWA funds cannot exceed 80% of the total PWP project cost. The remaining 20% is provided by SWODA, ASCOG and local jurisdictions/agencies. Total federal SPR funds for the transportation planning program applied for is \$225,000 and total Federal Transit Administration (FTA) 5310 funds available \$100,000. Funds shown in Table 1 summarize the budget by funding categories and source of funding. During FFY 2024, various SWODA staff will collect data that will support the SORTPO transportation planning process. The cost of this effort is allowable as a soft match for the grant. Table 2 identifies the funding by PWP work element for FFY 2024. Table 2 includes the funds administered by ODOT’s Office of Mobility and Public Transit for the Mobility Management Pilot Program.

Indirect Costs

Regarding budgeting for work tasks, each task in the PWP corresponds to an adopted budget and associated indirect cost rate. This cost has been applied to all SORTPO PWP Elements. The Federal Office of Management and Budget defines indirect costs as “those costs that have been incurred for common or joint purposes that benefit more than one cost objective and cannot be readily identified with a particular objective without effort disproportionate to the results achieved.” These costs are incurred by and originate in the agency conducting the federal award and remain after direct costs have been determined and assigned directly to federal awards and other activities. It is the ratio (expressed as a percentage) of the indirect costs to a direct cost base.

The UPWP, Title VI and Environmental Justice

SORTPO recognizes that Environmental Justice must be considered in all phases of planning. Although Environmental Justice concerns are frequently raised during project development, Title VI applies equally to the plans, programs, and activities the SORTPO undertakes. The PWP integrates Environmental Justice considerations and Title VI requirements through the Public Participation Plan and PWP work tasks. Both the Public Participation Plan and Limited English Proficiency Plan contain strategies to reach minority and low-income groups. The SORTPO adopted Title VI discrimination complaint procedure.

The Public Participation Plan is an integral part of the regional transportation planning. The USDOT in (5610.2) on Environmental Justice specifies that minority populations and low-income populations be provided with greater access to information on, and opportunities for public participation in transportation decision-making.

Tribal involvement

The native American tribes as well as the Southern Region Bureau of Indian Affairs are provided notification of TPB, TTC meetings, public hearings, and information on the transportation planning process/program.

Federal public lands

During FFY 2024, representatives of federal land management agencies will be consulted as necessary when federal lands are likely to be impacted by elements contained in or proposed for inclusion in SORTPO's regional long-range transportation plan.

Table 1: FHWA SPR Budget Summary

	SWODA SPR	ASCOG SPR	SUBTOTAL	80%	20%	TOTAL
Personnel	\$135,673	\$28,969	\$164,642	\$131,714	\$32,928	\$164,642
Travel	\$2,722	\$1,264	\$3,986	\$3,189	\$797	\$3,986
Supplies/Printing/copies	\$1,200	\$1,000	\$2,200	\$1,760	\$440	\$2,200
Advertising/Public Awareness	\$1,031	\$ -	\$1,031	\$825	\$206	\$1,031
GIS Consult/Data	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SPR Sub Consult	\$15,000	\$ 55,000	\$70,000	\$56,000	\$14,000	\$70,000
Equipment/Software	\$ -	\$1,000	\$1,000	\$800	\$200	\$1,000
Indirect/Bid Allocation	\$33,620	\$4,771	\$38,391	\$30,712	\$7,678	\$38,391
	\$189,246	\$ 92,004	\$281,250	\$225,000	\$56,250	\$ 281,250

Source: SWODA

Table 2: FFY 2024 Total Budget, Including SPR Funds, FTA 5310, State and Local Sources

	SWODA FTA 5310	SWODA SPR	ASCOG SPR	SUBTOTAL	80%	20%	TOTAL
Element 1 Program Support & Administration	\$ -	\$41,144	\$10,507	\$51,651	\$41,320	\$10,330	\$51,650
Element 2 Data Acquisition & Management	\$ -	\$5,087	\$1,799	\$6,887	\$5,510	\$1,377	\$6,887
Element 3 Long Range Planning	\$ -	\$53,513	\$10,916	\$64,428	\$51,543	\$12,886	\$64,429
Element 4 Short Range Planning	\$ -	\$54,700	\$62,198	\$116,898	\$93,518	\$23,380	\$116,898
Element 5 Public Participation	\$ -	\$34,802	\$6,584	\$41,386	\$33,109	\$8,277	\$41,386
Element 6 Mobility Management	\$100,000	\$ -	\$ -	\$100,000	\$ -	\$ -	\$100,000
Element 7 Transportation Improvement Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
total	\$100,000	\$189,246	\$92,004	\$381,250	\$ 225,000	\$ 56,250	\$381,250

Source: SWODA

ELEMENT 1.0 - Program Management

OBJECTIVE: To carry out the necessary administrative activities related to the day-to-day functions of staff and office management.

TASK DESCRIPTION: This task involves the coordination of all RTPO activities necessary for day-to-day operations such as program oversight, coordination of the TPB, TTC, and participation in statewide transportation planning efforts. Also included are organizational activities that provide for in-house program management, financial accounting, and informational updates for committees, member jurisdictions, agencies, and the public. Day-to-day activities such as purchases of materials and services, staff management and training are also included here. The following products or activities will be the responsibility of SORTPO in cooperation with ODOT.

TASKS:

- 1.1 - Provide direct support to SORTPO TPB and TTC including agenda preparation and distribution, preparation of minutes, scheduling, notification, and facilitation of meetings.
- 1.2 - Prepare and submit monthly claims statement and reports to ODOT. Maintain files and financial records and submit SWODA'S and ASCOG's annual financial audit, the audit will be performed following guidance from OMB Circular A133.
- 1.3 - Procure supplies related to transportation planning. Consult with ODOT on the purchase of equipment and/or technology to manage the transportation planning process.
- 1.4 - Meetings of a general nature, phone calls, emails, and other correspondence. Create and file documents. Coordinate with other regional, state, and federal agencies involved in transportation planning activities. Participate in working groups, subcommittees, or task forces associated with ODOT.
- 1.5 - Prepare annual documents such as agreements, certifications, Planning Work Program (and amendments).
- 1.6 - Monitor federal and state legislation.
- 1.7 - Travel: Provides funding for travel to attend meetings in support of the program priorities identified in this document. Travel to include meetings at ODOT, other Regional Councils, Federal Highway Administration and NADO as appropriate.

Products and Schedule:

Product	Start	Complete	Estimated Hours
1.1 - Direct support to the SORTPO Policy Board and Technical Committee	1 st Quarter	4 th Quarter	298
1.2 - Monthly claims and audit, files, and records	1 st Quarter	4 th Quarter	150
1.3 - Procurement of supplies	1 st Quarter	4 th Quarter	60
1.4 - Other meetings, phone calls, correspondence, and office administration	1 st Quarter	4 th Quarter	100
1.5 - Annual documents	1 st Quarter	4 th Quarter	125
1.6 - Monitor federal and state legislation	1 st Quarter	4 th Quarter	25

Product	Start	Complete	Estimated Hours
1.7 - Travel, training, webinars	1 st Quarter	4 th Quarter	200

Table 3: Program Support and Administration Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$41,320
ASCOG/SWODA Match	\$10,330
TOTAL	\$51,650

ELEMENT 2.0 – Data Acquisition and Management

OBJECTIVE: Establish and maintain a system of digital planning information, maps, and data to support the transportation planning process.

TASK DESCRIPTION: Identify resources, collect, and maintain demographic and other data elements. The following products or activities will be the responsibility of SORTPO.

TASKS:

- 2.1 – Data and map development - Coordinate with SWODA/ASCOG ODOT Divisions 3, 5, 7, Director of 911 SWODA counties, and communities to collect and share data.
- 2.2 - Purchase, acquire, establish, and maintain transportation data including but not limited to Census, major employers, active living inventory, population, dwelling unit, location of one way and dead-end roads, traffic impediments, freight routes, evacuation routes, signal location and points of interest.
- 2.3 - Provide guidance to communities on installation process of SWODA traffic count equipment. Collect traffic count data.
- 2.4 - Retain GIS Consultant to develop maps to support the transportation planning program.
- 2.5 – Training, travel, webinars, and meeting attendance to support the development and collection of data to support the transportation planning process.

Products and Schedule:

Product	Start	Complete	Estimated Hours
2.1 - Data and map development / acquisition	1 st Quarter	4 th Quarter	40
2.2 - Acquire data	2 nd Quarter	4 th Quarter	50
2.3 -Traffic count program guidance			40
2.4 - Retain GIS Consultant for training/services	1 st Quarter	4 th Quarter	10
2.5 -Travel/Training/Webinars	1 st Quarter	4 th Quarter	10

Table 4: Data Acquisition and Management Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$5,510
ASCOG/SWODA	\$1,377
TOTAL	\$6,887

ELEMENT 3.0 – Regional Planning Transportation Planning

OBJECTIVE: Develop, update and implement the 2043 Regional Transportation Plan.

TASK DESCRIPTION: Coordination of the regional transportation planning process with community values and goals, land use plans, and other various transportation data

TASKS:

- 3.1 – Monitor performance, products, reports, and projects of the RTP consultant(s).
- 3.2 – Meetings with RTP consultant, FHWA, ODOT and RTP Advisory Committee.
- 3.2 - Training, travel, webinars and attending meetings to support the long-range transportation planning process.

Products and Schedule:

Product	Start	Complete	Estimated Hours
3.1 - Monitor and/or review consultant’s work and development of RTP.	1 st Quarter	4 th Quarter	500
3.2 - Meetings with consultant, FHWA, ODOT and Advisory committee	1 st Quarter	4 th Quarter	600
3.3 - Travel/Training/Webinars	1 st Quarter	4 th Quarter	181

Table 5: Long Range Transportation Planning Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$51,543
ASCOG/SWODA Match	\$12,886
TOTAL	\$64,429

ELEMENT 4.0 – Multi Modal Transportation – Short Range Planning

OBJECTIVE: Promote multimodal planning that supports the goals and objectives of the Regional Transportation Plan.

TASK DESCRIPTION: A comprehensive approach looking at all types of transportation and how they connect to each other and work together. The following products or activities will be the responsibility of SORTPO.

TASKS:

- 4.1 - Update as necessary transportation planning procedures.
- 4.2 -Provide assistance to local governments on grants that support the transportation planning process.
- activities being advanced by member agencies, communities.
- 4.3 – Administer the SPR mini transportation planning activities grant program.
- 4.4 – Develop, maintain, and distribute a list of grants to support the transportation planning process.
- 4.5 – Conduct regional planning regarding bicycle/pedestrian/active living activities and infrastructure, incorporating consideration of equity.
- 4.6 – Transportation Emergency Preparedness coordination with emergency providers/plans to ensure the regional plan reflects needs of this industry.
- 4.7 -Training, travel, webinars and attending meetings to support multi modal transportation planning.

Products and Schedule:

Product	Start	Complete	Estimated Hours
4.1 - Update transportation planning procedures	1st Quarter	4 th Quarter	100
4.2 – Grant application support	1 st Quarter	4 th Quarter	200
4.3 – SPR mini grant	1st Quarter	4 th Quarter	190
4.4 – Develop, maintain, and distribute a list of grants	1 st Quarter	4 th Quarter	180
4.5 - Regional Active Living	1 st Quarter	4 th Quarter	100
4.6 – Coordination with emergency services	1st Quarter	4 th Quarter	75
4.7 – Travel/Training/Webinars	1 st Quarter	4 th Quarter	81

Table 6: Short Range Transportation Planning Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$93,518
ASCOG/SWODA Match	\$23,380
TOTAL	\$116,898

ELEMENT 5.0 – Public Education and Participation

OBJECTIVE: Provide information to assist the community in understanding the transportation planning process and to maintain a community outreach and education program for the public in regard to the planning process.

TASK DESCRIPTION: Public outreach and education on the transportation planning process. The following products or activities will be the responsibility of SORTPO.

TASKS:

- 5.1 - Develop outreach efforts for effectively communicating with the community about transportation planning and projects.
- 5.2 - Maintain and strengthen relationships with municipal, county, regional, state, and federal participating agencies.
- 5.3 - Review and update as necessary the Public Participation Plan (PPP).
- 5.4 - Manage and update the SORTPO website and other social media sites.
- 5.5 - Review and update as necessary the Limited English Proficiency Plan (LEP).
- 5.6 - Maintain and update contact lists of citizens and stakeholders to notify regarding transportation activities
- 5.7 - Training, travel, webinars, and meeting attendance to support the public participation planning process.

Products and Schedule:

Product	Start	Complete	Estimated Hours
5.1 - Develop outreach materials	1 st Quarter	4 th Quarter	250
5.2 - Maintain and strengthen relationships with municipal, county, regional, state, and federal participating agencies.	1 st Quarter	4 th Quarter	75
5.3 - Review and update as necessary the Public Participation Plan (PPP).	3 rd Quarter	4 th Quarter	75
5.4 - Update the SORTPO website	1 st Quarter	4 th Quarter	100
5.5 - Review and update as necessary the Limited English Proficiency Plan (LEP).	3 rd Quarter	4 th Quarter	165
5.6 - Update contact information.	1 st Quarter	4 th Quarter	150
5.7 - Travel/Training/Webinars	1 st Quarter	4 th Quarter	45

Table 7: Public Education & Participation Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$33,109
ASCOG/SWODA Match	\$8,277
TOTAL	\$41,386

ELEMENT 6.0 - Mobility Management Program

OBJECTIVE: Increase access for southwest Oklahomans through enhanced understanding and awareness of transportation needs and coordination of transportation services.

TASK DESCRIPTION: Coordinating with transportation providers, human services agencies, and the communities to develop and implement a Mobility Management Program for southwest Oklahoma.

TASKS:

- 6.1 -Implement the SORTPO Pilot Mobility Management Program (MMP). This program is a pilot project and includes completing inventory of services available in SORTPO’s region, review adopted plans and identify projects/tasks that support the MMP, meet with transit providers, identify unmet mobility needs and develop strategies, Develop a marketing/awareness program.
- 6.2 – Training, travel and attending meetings to support multi modal transportation planning.

Products and Schedule:

Product	Start	Complete	Estimated Hours
6.1 – Implement the SORTPO Mobility Management Program	1st Quarter	4 th Quarter	2,896
6.2 – Travel and Training	1 st Quarter	4 th Quarter	100

Table 9: Mobility Management Program – Pilot Project

FUNDING SOURCE	FUNDING AMOUNT
FTA 5310	\$100,000
ASCOG/SWODA Match	\$0
TOTAL	\$100,000

ELEMENT 7.0 – Regional Transportation Improvement Program

OBJECTIVE: Promote multimodal planning that supports the goals and objectives of the Regional Transportation Plan.

TASK DESCRIPTION: A comprehensive approach looking at all types of transportation and how they connect to each other and work together. The following products or activities will be the responsibility of SORTPO.

TASKS:

- 7.1 - Development and management of the FFY 2023-2027 Transportation Improvement Program (TIP); including participating in statewide STIP meetings and amending TIP as needed.
- 7.2 - Training, travel, webinars, and meeting attendance to support the TIP process.

Products and Schedule:

Product	Start	Complete	Estimated Hours
7.1 - TIP Development and amendments	1st Quarter	4 th Quarter	TBD
7.2 - Travel/Training/Webinars	2 nd Quarter	4 th Quarter	TBD

Table 8: Short Range Transportation Planning Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	TBD
ASCOG/SWODA Match	TBD
TOTAL	

ACRONYMS

ARPA	American Rescue Plan Act
ASCOG	Association of South-Central Oklahoma Governments
FAST Act	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FY	Fiscal Year
FFY	Federal Fiscal Year
FTA	Federal Transit Administration
GIS	Geographic Information System
IIJJA	Infrastructure Investment and Job Act
LEP	Limited English Proficiency
L RTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21st Century Act
MMP	Mobility Management Program
NADO	National Association of Development Organizations
OARC	Oklahoma Association of Regional Councils
ODOT	Oklahoma Department of Transportation
PPP	Public Participation Process
PWP	Planning Work Program
RTIP	Regional Transportation Improvement Program
RTPO	Regional Transportation Planning Organization
SPR	State Planning and Research
SORTPO	Southwest Oklahoma Regional Transportation Planning Organization
SWODA	South Western Oklahoma Development Authority
TAZ	Traffic Analyses Zone
TIP	Transportation Improvement Program

APPENDIX A: Resolution

RESOLUTION NO. 16-06
EXPANSION OF THE REGIONAL TRANSPORTATION PLANNING
ORGANIZATION COMMITTEE

WHEREAS, local business and community leaders have expressed a strong desire to convene and discuss transportation needs and goals in the sixteen (16) county South Western Oklahoma Development Authority (SWODA) and Association of South Central Oklahoma Governments (ASCOG) region, and

WHEREAS, regional transportation planning is encouraged by legislation of the Federal Highway Administration, and

WHEREAS, SWODA is the federally recognized regional planning organization for the sixteen (16) county area, and

WHEREAS, the SWODA Board of Trustees seeks to facilitate the planning process for surface and rail development to aid the region in economic development, workforce development, business and industry growth, tourism development and other pursuits;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the South Western Oklahoma Development Authority does hereby expand the Regional Transportation Planning Organization as a standing committee of the Authority.

PASSED AND APPROVED this 8th day of November, 2016



John Schaufele, Chairman

ATTEST:



John Dee Butcher, Secretary

APPENDIX B: SORTPO Technical Committee Members

NAME	ENTITY
Anglin, Ariel	McClain County TSET
Britton, Danny	Western Tech Center, Business Services Director
Church, Elesia	SWODA
Kerr, Rodger	City of Altus
Mikesell, Jenn	Grady County TSET
Mower, Roland	Clinton Economic Development
Newberry, Joel	Burns Flat City Manager
Sanders, Julie	SORTPO
Vonfeldt, Cole	ODOT District 7, Construction Engineer
Weatherly, Basil	Citizen, Elk City
Whaley, Kim	Pathways to Healthy Living, Director
Zigler, Tom	ASCOG

Non-Voting Agency

NAME	ENTITY
Akem, Isaac	FHWA Planner
Anderson, Paula	Caddo Nation, Transportation Director
Booker, Stan	Lawton MPO Chair
Bookout, Shelley	USDA
Brown, Ron	ODOT District 3 Engineer
Chaney, Laura	ODOT RTPO Division
Cooper, Durell	Apache Tribe, Chairman
Craft, Jenna	Delaware Nation, Economic Development
Dotson, Deborah	Delaware Nation, Chairman
Foster, Sandy	Comanche County TSET
Gonzalez, Bobby	Caddo Nation, Chairman
Holman, Terry	Chickasaw Nation, Sr Manager Transportation Program
Hook, Olivia	ODOT Mobility Management
Hopper, Larry	Oklahoma Department of Commerce
Jemison, Shane	Chickasaw Nation
Johnson, LaDana	Wichita Tribe
Kuch-McCollom, Hannah	Caddo & Kiowa Counties TSET
Little, Ray	Oklahoma Department of Commerce
Munn, Chris	OSDH Region 8 Administrator
O'Connor, Brandie	OSDH Region 6 Administrator
Parton, Terri	Wichita Tribe, President
Plumley, Angela	Cheyenne -Arapaho Transportation Director
Roberson, Rose	Southern Region BIA
Slaughterback, Ashley	Hobart City Manager

NAME	ENTITY
SpottedBird, Lawrence	Kiowa Nation Chairman
Stillwell, Brian	Comanche Nation Transit
Tapaha, Wilma	Cheyenne -Arapaho Transit Director
Tehauno, Roger (JR)	BIA Southern Plains Region
Tsotigh, Jacob	Kiowa Tribe Vice Chairman
Ware, Lori	Fort Sill Apache, Chairman
Weryackwe, David	Fort Sill Apache, Transportation Director
Woommavovah, Mark	Comanche Nation, Chairman

APPENDIX C: SORTPO Policy Board Members

NAME	ENTITY
Adams, Shawn	Caddo-Kiowa Tech Center
Almquist, Brent	ODOT District 5 Engineer
Archer, Anita	Elk City, Citizen
Barry, Ed	Washita County Comms Appt
Bunn, Dale	Purcell City Manager
Callahan, Joe	Oklahoma Spaceport
Earp, Jay	ODOT District 7 Engineer
Glasgow, Debora	SWODA
Harding, Heather	Rail Technology
Martin, Devin	Farmrail
Miller, Lyle	Custer County Commissioner District #3
Newman, Cendie	Red River Transit
Roggow, Lyle	DAEDF
Wallace, Mike	Jackson County Commissioner District #2
Winkler, Dale	Sterling Mayor
Zigler, Tom	ASCOG

Non-Voting Agency

NAME	ENTITY
Akem, Isaac	FHWA Planner
Anderson, Paula	Caddo Nation, Transportation Director
Booker, Stan	Lawton MPO Chair
Bookout, Shelley	USDA
Brown, Ron	ODOT District 3 Engineer
Chaney, Laura	ODOT RTPO Division
Cooper, Durell	Apache Tribe, Chairman
Craft, Jenna	Delaware Nation, Economic Development
Dotson, Deborah	Delaware Nation, Chairman
Foster, Sandy	Comanche County TSET
Gonzalez, Bobby	Caddo Nation, Chairman
Holman, Terry	Chickasaw Nation, Sr Manager Transportation Program

NAME	ENTITY
Hook, Olivia	ODOT Mobility Management
Hopper, Larry	Oklahoma Department of Commerce
Jemison, Shane	Chickasaw Nation
Johnson, LaDana	Wichita Tribe
Kuch-McCollom, Hannah	Caddo & Kiowa Counties TSET
Little, Ray	Oklahoma Department of Commerce
Munn, Chris	OSDH Region 8 Administrator
O'Connor, Brandie	OSDH Region 6 Administrator
Parton, Terri	Wichita Tribe, President
Plumley, Angela	Cheyenne -Arapaho Transportation Director
Roberson, Rose	Southern Region BIA
Slaughterback, Ashley	Hobart City Manager
SpottedBird, Lawrence	Kiowa Nation Chairman
Stillwell, Brian	Comanche Nation Transit
Tapaha, Wilma	Cheyenne -Arapaho Transit Director
Tehauno, Roger (JR)	BIA Southern Plains Region
Tsotigh, Jacob	Kiowa Tribe Vice Chairman
Ware, Lori	Fort Sill Apache, Chairman
Weryackwe, David	Fort Sill Apache, Transportation Director
Woommavovah, Mark	Comanche Nation, Chairman