

SRTA WORK ELEMENTS

WORK ELEMENT ORGANIZATION

SRTA's work elements are divided into a series of eleven categories:

- 700 Series: Indirect Costs
- 701 Series: System Planning
- 702 Series: Work Program and Administration
- 703 Series: Non-Motorized
- 704 Series: Public and Agency Participation
- 705 Series: Technology Applications
- 706 Series: Public Transportation Planning
- 707 Series: Special Projects
- 708 Series: Manage Transportation Development Act
- 801 Series: Other
- 900 Series: Local Partner Assistance

Within each series are work elements describing a single category of work. Each work element includes:

- Budgeted expenditures by recipient;
- Revenue by fund source;
- Previous accomplishments;
- Objectives;
- Discussion describing the general purpose and background of the work element;
- Alignment with core MPO requirements, federal Performance-Based Planning and Programming, and/or applicable state grant program objectives;
- Deliverables anticipated during the fiscal year (and month/year of anticipated completion);
- Work tasks;
- Responsible entities; and
- Schedule.

The Budget Revenue Summary Sheet (BRS) may be found on page.

FUNDING SOURCES REFERENCED IN WORK ELEMENTS AND BUDGET REVENUE SUMMARY

- **FHWA PL:** Federal Highway Administration Planning or Metropolitan Planning Funds (PL funds) are distributed by State Departments of Transportation to Metropolitan Planning Organizations to encourage and promote the safe and efficient management, operation, and development of surface transportation systems (see Title 23 of the U.S. Code 134).
- **FHWA PL C/O:** Federal Highway administration Planning Carryover is funding from prior years that have not lapsed.
- **State Toll Credits:** First established in Section 1044 of ISTEA (1991) use of certain toll revenue expenditures are used as a credit toward the non-Federal matching share. They are shown in the OWP budget for information purposes and are not considered regional revenue.
- **FTA 5303:** Federal Transit Administration Section 5303 for planning and administrative activities by metropolitan planning organizations.
- **FTA 5303 Carryover:** Federal Transit Administration Section 5303 funding from prior years that have not lapsed.
- **FTA 5304:** Federal Transit Administration Section 5304 (i.e., Strategic Partnership grants) support partnerships with Caltrans that identify and address statewide, interregional, or regional transportation deficiencies in the state highway system or multimodal transportation system for transit-focused projects.
- **TDA/LTF/STA:** The Transportation Development Act (TDA) is funded by two sources: Local Transportation Fund (LTF) and State Transit Assistance Fund (STA). LTF is derived from one-quarter cent of the general sales tax collected statewide, while the STA is comprised of a statewide excise tax on gasoline and diesel fuel. Funding is for public transportation, bicycle and pedestrian facilities, and local streets and roads. TDA funds may be used for streets and roads purposes only after all unmet transit needs that are reasonable to meet have been addressed.
- **LCTOP:** Low-Carbon Transit Operations Program (LCTOP) is funded by auction proceeds from the California Air Resources Board Cap-and-Trade Program. LCTOP provides public transportation operating and capital assistance to transit agencies to reduce greenhouse gas emissions and improve mobility through new and enhanced services.
- **PPM:** State Planning Programming and Monitoring (PPM) is derived from the state gasoline excise tax for regional transportation planning, project planning, program development, and monitoring the implementation of projects.
- **NSSR:** North State Super Region (NSSR) is an alliance of 16 North State regional transportation agencies that provide membership dues to SRTA for administration activities.
- **REAP 2.0:** Regional Early Action Planning (REAP) 2.0 funds are meant to advance implementation of adopted regional plans by funding planning and development activities that accelerate infill housing and reductions in per capita VMT. The program was established as part of the 2021 California Comeback Plan under AB 140. The program is primarily administered by the California Department of Housing and Community Development.
- **TIRCP:** Transit and Intercity Rail Capital Program (TIRCP) provides grants from California's Greenhouse Gas Reduction Fund for transformative intercity public transportation projects that reduce greenhouse gas emissions, congestion, and vehicle miles traveled.
- **SB 1 Formula Funds:** Senate Bill 1 funds allocated to regional by formula for planning that supports Sustainable Communities Strategy planning (coordinated transportation and land use plans that support regional and statewide targets for reducing greenhouse gas emissions).
- **SB 125 Funds:** Senate Bill 125 guides the distribution of \$4 billion in General Fund through the [Transit and Intercity Rail Capital Program](#) (TIRCP) on a population-based formula to regional transportation planning agencies, which will have the flexibility to use the money to fund transit operations or capital improvements. The transportation budget trailer bill also establishes the \$1.1 billion Zero-Emission Transit Capital Program (ZETCP) to be allocated to regional

transportation planning agencies on a population-based formula and another formula based on revenues to fund zero-emission transit equipment and operations.

- **RSTP:** The Regional Surface Transportation Program (RSTP) provides flexible funds for a variety of highway, bridge, transit, and pedestrian and bicycle infrastructure projects.
- **SGR:** State of Good Repair (SGR) is an SB 1-funded program that provides funding for transit maintenance, rehabilitation, and capital projects.

700.98 – INDIRECT COST PTO

Objective

To record paid time off in a separate work element

WORK ELEMENT 700.98 – Indirect Cost PTO		
Total Budget: \$ 130,597		
Estimated Expenditures and Anticipated Revenues		
Staff Allocations	FY 2025/26	
	Expenditures	
SRTA		
Personnel - Direct PTO Salaries	\$	130,597
TOTAL:	\$	130,597

Discussion

Caltrans requires that paid time off be separately recorded and reported.

Prior Fiscal Year's Work

Kept records of paid time off.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Record Paid Time off	SRTA	July – June	Records of paid time off

Ongoing/Recurring Tasks

Keep records of paid time off.

700.99 – INDIRECT COST ALLOCATION PLAN

Objective

To document and justify indirect cost activities related to the organization's functions operating as an independent MPO.

WORK ELEMENT 700.99 – Indirect Cost Allocation Plan			
Total Budget:		\$ 1,144,958	
Estimated Expenditures and Anticipated Revenues			
Services & Supplies	FY 2025/26		
	Amount (\$)	Total Expenditures INDIRECT	
SRTA			
Building Occupancy:			
Depreciation	90,384		90,384
Interest	17,461		17,461
Insurance	36,171		36,171
Repairs - Building	6,591		6,591
Janitorial	6,548		6,548
Elevator	7,529		7,529
Landscape	2,598		2,598
Taxes	131		131
Security	5,984		5,984
Utilities	10,644		10,644
Advertising	0		0
Bank Charges	475		475
Communication: Not Elevator	10,856		10,856
Computer Support	35,000		35,000
Copier Usage	3,488		3,488
Conferences	3,753		3,753
Depreciation: Equipment + SBITAS	10,774		10,774
Drug Testing	80		80
Dues and Subscriptions	6,111		6,111
Education and Training	1,614		1,614
Insurance: Liability and Admin Fees	11,872		11,872
Licenses	145		145
Management Miscellaneous Expenses	1,200		1,200
Meetings	317		317
Memberships	1,822		1,822
Postage	28		28
Printing	0		0
Professional Services: Auditing	71,751		71,751
Professional Services: Legal	10,973		10,973
Professional Services: Human Resources - Not Payroll	7,600		7,600
Professional Services: FSA Administration	1,475		1,475
Professional Services: Actuary	3,250		3,250
Professional Services: Human Resources-Payroll	10,924		10,924
Professional Services: Public Notice	100		100
Recruiting	2,000		2,000
Repairs and Maintenance: Not Building	694		694
Software	6,928		6,928
Supplies: Not Small Equipment	4,503		4,503
Supplies: Small Equipment	2,000		2,000
Taxes: Filing Services	45		45
Travel	18,117		18,117
Sub Total	411,938		411,938
INDIRECT SALARIES & BENEFITS			
NOTE - General Administration, office functions and allocable staff costs not directly attributable to specific work elements (Per ICAP filing).	602,423		602,423
PTO (WE 700.98)	130,597		130,597
TOTAL:	1,144,958		1,144,958

Discussion

In order for indirect cost to be eligible for reimbursement, an indirect cost allocation plan is required. Expenses are allocated proportionally against all funding sources that allow for indirect costs based on salaries and wages budgeted under each work element.

Prior Fiscal Year's Work

Annual indirect cost allocation plan and indirect cost rate proposal was generated and approved. Staff members attended California Association of Councils of Government (CalCOG) Regional Leadership Forum. Staff members attended regular staff meetings that included updates to Human Resource policies and procedures.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Indirect Cost Allocation Plan Administration			
1.1	Payment to vendors for non-consultant services, including office services, rent, and utilities. Also includes membership dues for professional planning accreditation (American Planning Association and/or Congress for New Urbanism) and other associations as appropriate.	SRTA	July – June	Invoices, payments.
1.2	Prepare and file reports with funding agencies	SRTA	July – June	Reports as needed.
1.3	Implement SRTA Personnel Policies including preparation of employee evaluations	SRTA	July – June	Employee evaluations
1.4	Maintain and administrate SRTA benefit programs	SRTA	July – June	Benefits
1.5	Prepare reports for management	SRTA	July – June	Reports
1.6	Prepare annual fiscal reports	SRTA	July – June	Annual fiscal reports

Ongoing/Recurring Tasks

Generate and get approval of annual indirect cost allocation plan and indirect cost rate proposal. Attend education and training events and conferences that are not directly applicable to other work elements.

701.01 – REGIONAL TRANSPORTATION PLAN (RTP)

Objective

To plan for the safe and efficient management, operation, and development of a regional intermodal transportation system that, when linked with appropriate land use planning, serves the mobility needs of goods and people as well as reduced per capita vehicle miles traveled and associated greenhouse gas emissions necessary to meet CARB-assigned regional targets.

WORK ELEMENT 701.01 – Regional Transportation Plan (RTP)									
Total Budget: \$ 849,368									
Estimated Expenditures and Anticipated Revenues									
Staff Allocations and Funding Requirements	FY 2025/26								
	Expenditures		Revenue by Fund Source (\$)						
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	FHWA PL Carryover FY 24/25	Toll Credits*	FHWA PL Carryover FY 24/25	LTF
SRTA									
Personnel	\$ 277,611	\$ 540,758	\$ 347,400	\$ 45,009	\$ 392,409	\$ 3,952	\$ 512	\$ 4,464	\$ 421,496
Services & Supplies	\$ 4,337		\$ 6	\$ 1	\$ 7		\$ -	\$ -	\$ 4,330
Human Resources	\$ 6,663		\$ 2,828	\$ 366	\$ 3,195	\$ 32	\$ 4	\$ 36	\$ 3,432
Consultant - EIR (E Corp)	\$ 20,000		\$ 17,706	\$ 2,294	\$ 20,000				
TOTAL:	\$ 308,610	\$ 540,758	\$ 367,940	\$ 47,671	\$ 415,611	\$ 3,984	\$ 516	\$ 4,500	\$ 429,257
*Toll Credits are shown for matching purposes only and are not considered revenue									

Discussion

As a prerequisite to receiving state and federal funding, a RTP must be prepared in compliance with state (California Government Code Section 65080 et seq.) and federal (U.S. Code Title 23, Section 134 et seq.) regulations. The RTP represents a 20-year planning horizon and includes a Sustainable Communities Strategy pursuant to California Senate Bill 375, which identifies a set of strategies that, if implemented, would help the region meet its CARB-assigned greenhouse gas emissions reduction targets. Federal transportation bill provisions must also be included in the RTP, including performance-based planning and programming requirements. SRTA updates the RTP every four years and incorporates the Regional Housing Needs Assessment (RHNA) every other cycle.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

The RTP is one of five core MPO activities and is developed in compliance with state and federal RTP guidance. It serves as the overarching framework for guiding secondary planning efforts (e.g., modal plans, project studies, etc.). It includes a list of projects for inclusion in RTIP and capital grant applications. The RTP will include integration of Performance Based Planning and Programming and the California required Sustainable Communities Strategy that addresses CARB-assigned greenhouse gas emission reduction targets.

Prior Fiscal Year's Work

Maintained the 2022 RTP/Sustainable Communities Strategy (SCS) and Supplemental Environmental Impact Report (SEIR). Provided data to CARB on 2022 RTP/SCS methodology for CARB review report. High level work plan for 2026 RTP update process developed. Participated in statewide discussions and work groups related to implementation of the RTP/SCS and performance-based planning. Commented on federal and state processes. Collected and reviewed updated data for the next RTP/SCS update. Monitored federal/state policies impacting implementation of the RTP/SCS and provided comments. Conducted coordination activities with FLMAs.

FY 2025/26 Work

Task		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	2022 RTP/SCS Implementation, Maintenance, and Interagency Coordination			
1.1	Advise and support local agencies and community partners in the development of projects and programs that align with the RTP/SCS. Examples include participation in area and corridor plans led by local agencies; providing technical support and direction to private sector partners in the development of land use projects; and so forth. This task includes extensive communication and coordination activities with local agencies, developers, and other community stakeholders.	SRTA	July – June	Technical support
1.2	Perform RTP amendments, if needed.	SRTA	July – June	RTP amendments
1.3	Consultation and coordination with state and federal partners to ensure planning alignment and eligible use of funds	SRTA	July – June	Better coordination
Task 2	2027 Regional Transportation Plan Development			

2.1	Monitor and track state/federal policies that may impact the content of the next RTP/SCS Participate in federal/state meetings related to regional transportation plans.	SRTA	July – June	Improved alignment with state/federal goals; meeting participation
2.2	Gather and track local/regional transportation, land use, transit, socio-demographic, air quality, and disadvantaged communities data for the 2026 RTP/SCS, including progress on regional projects.	SRTA	July – June	Updated data
2.3	Compile information and develop next Ways and Means report	SRTA	July – June	Updated data; draft and final Ways and Means Report
2.4	Prepare RFP and procure consultant to start preparation of draft environmental documents for next RTP/SCS.	SRTA	Jul – Oct	Contract; Memos; draft data; invoices; draft and final Initial Study; Public notices; draft EIR chapters
2.5	Solicit and review local updates for land use, housing, and transportation network changes.	SRTA	Jul – Jun	Updated tables, charts, and draft project data
2.6	Develop workplan and start development of draft RTP/SCS report including updates to chapters, tables, charts, graphics, and appropriate appendices.	SRTA	Jul – Jun	Updated draft chapters, charts, graphics, tables, and memos
2.7	Develop draft and final SB 375 Technical Methodology with input from California Air Resources Board	SRTA/ Consultant	Jul – Jun	Draft and final memos
2.8	Conduct public outreach for RTP/SCS update as appropriate	SRTA	Jul – Jun	Presentation files; meeting notices; staff reports
Task 3	Native American and Federal Land Management Agency (FLMAs) Consultation	SRTA	July – June	Improved coordination
Task 4	Coordinate with Caltrans to ensure alignment between RTP and Interregional Transportation Strategic Plan (ITSP)	SRTA	Jan – Jun	Improved coordination; meeting participation; comment letter(s)
Task 5	Develop Ways & Means Report	SRTA	Jul – Jun	(draft and final report)

Future / Ongoing Work

2022 RTP/SCS Implementation, Maintenance, and Interagency Coordination; 2027 Regional Transportation Plan Development; Native American and FLMA Consultation, SCS Technical Methodology and SB150 Data Table for CARB. Continue workplan for development of the next RTP/SCS

701.03 – PERFORMANCE MEASURES

Objective

Utilize data developed under 701.11 (Regional Data Collection) and obtained from other sources (e.g., project- and plan-specific data collection) to set and track performance measures aligned with federal goals (safety, bridge and pavement condition, and system performance) and state goals (regional greenhouse gas emissions reduction, individual grant program objectives, etc.) to guide performance-based planning and programming.

WORK ELEMENT 701.03 – Performance Measures

Total Budget: \$ 8,937

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source (\$)			
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
Personnel	\$ 3,007	\$ 5,858	\$ 3,407	\$ 441	\$ 3,848	\$ 5,017
Services & Supplies					\$ -	
Human Resources	\$ 72		\$ 28	\$ 4	\$ 31	\$ 41
TOTAL:	\$ 3,079	\$ 5,858	\$ 3,435	\$ 445	\$ 3,880	\$ 5,058

**Toll Credits are shown for matching purposes only and are not considered revenue*

Discussion

Objectives that are not measured cannot be effectively managed and improved upon. The 2021 federal transportation bill (Infrastructure Investment and Jobs Act (IIJA) continues performance-based planning and programming requirements for the RTP and transportation improvement programs. At the state level, CARB requires extensive regional and sub-regional data to assess progress toward SB375-related greenhouse gas emission reductions. A variety of performance measures are also needed by SRTA when applying for planning and capital grant funds. Performance measures allow the region to track trends in key policy areas; measure progress toward mandates and regional goals; make a case for discretionary transportation funding; and evaluate the effectiveness of regional mobility strategies. Performance measure targets must be incorporated into SRTA's Regional Transportation Plan and Transportation Improvement Programs each time they are updated.

Note: Consultant support using travel demand modeling, Geographic Information Systems (GIS) analyses, and data dashboard are budgeted under WE 705.05, WE 705.02, and WE 705.06 respectively.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

The Infrastructure Investment and Jobs Act (IIJA) requires the integration of Performance Based Planning and Programming (PBPP) into the entire planning process, including the RTP, OWP, and TIPs. Performance measures also support multiple core MPO functions, including the evaluation of alternatives, public involvement by summarizing the benefits and costs of transportation projects and programs, and the prioritization of projects for the RTP and TIPs. Tasks and deliverables in this work element are needed to comply with these requirements.

Prior Fiscal Year Work

Participated in the development of performance-based planning, including federal rulemakings on performance measures. Incorporated performance-based planning and programming into the 2025 Federal Transportation Improvement Program (FTIP). Adopted regional Safety performance, system performance, and freight measure targets consistent with state adopted safety targets.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	PM1 – Safety Performance Measure Targets			
1.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.	SRTA	As needed	Better coordination
1.2	Review final state performance targets and determine approach for regional targets.	SRTA	July – Oct	Regional targets
1.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).	SRTA	Nov – Jan	Board feedback
1.4	Submit regional targets to Caltrans	SRTA	Nov – Jan	Adopted targets
Task 2	PM2 – Bridge, Pavement, & Transportation Asset Management Performance Measure Targets			

2.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.	SRTA	As needed	Better coordination
2.2	Review final state performance targets and determine approach for regional targets.	SRTA	July - Oct	Regional targets
2.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).	SRTA	Nov – Jan	Board feedback
2.4	Submit regional targets to Caltrans	SRTA	Nov – Jan	Adopted targets
Task 3 PM3 – System Performance, Freight, and CMAQ Performance Measure Targets				
3.1	Participate in statewide meetings and discussions regarding annual targets. Review draft data. Provide input as needed on methodologies and targets.	SRTA	As needed	Better coordination
3.2	Review final state performance targets and determine approach for regional targets.	SRTA	July – Oct	Regional targets
3.3	Draft and present recommendations to SRTA Board of Directors to adopt regional targets (if needed).	SRTA	Nov – Jan	Board feedback
3.4	Submit regional targets to Caltrans.	SRTA	Nov – Jan	Adopted targets
Task 4 Transit Asset Management and Public Transit Safety Performance Measure Targets				
4.1	Work with RABA and Shasta County on transit asset and public transit safety performance measures, advise on targets, coordinate meetings with federal and state partners, and advise on any federal/state changes.	SRTA	July – Oct	Better coordination
4.2	Establish regional transit asset management performance targets and prioritize investments.	SRTA	180 days after RABA sets target	Adopted targets

Future / Ongoing Work

All of the above tasks are ongoing work.

701.09 – AIR QUALITY

Objective

To monitor harmful air emissions in Shasta County and initiate strategies needed to comply with state and federal air quality standards, as needed.

WORK ELEMENT 701.09 – Air Quality						
Total Budget: \$ 572						
Estimated Expenditures and Anticipated Revenues						
Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source (\$)			
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
Personnel	\$ 192	\$ 375	\$ 281	\$ 36	\$ 317	\$ 250
Services & Supplies					\$ -	\$ -
Human Resources	\$ 5		\$ 2	\$ 0	\$ 3	\$ 2
TOTAL:	\$ 197	\$ 375	\$ 283	\$ 37	\$ 320	\$ 252
*Toll Credits are shown for matching purposes only and are not considered revenue						

Discussion

Transportation is the single largest source of atmospheric pollutant emissions in California, barring natural disasters such as wildfires. The Shasta Region is currently classified as in attainment for federal air quality standards, but this may change as population and travel demand grows. In 2015, the US Environmental Protection Agency (EPA) lowered the ozone 8-hour standard to 0.070 parts per million (ppm). At its January 2023 meeting, the California Air Resources Board adopted Resolution 23-2, finding Shasta County in non-attainment for State ozone standards. CARB staff identified Lassen Volcanic National Park monitoring site as the high ozone site, data for 2019-2021 has a State 1-hour ozone designation value of 0.08 ppm and a State 8-hour ozone designation value of 0.079 ppm.

SRTA must monitor trends, measure impacts, and coordinate planning with the Shasta County Air Quality Management District (AQMD), Caltrans, the California Air Resources Board (CARB), and the US EPA, as needed. In addition to public health impacts, air quality is directly tied to transportation funding decision-making. CARB maintains the statewide mobile source emissions inventory software tool (EMissions FACTors or EMFAC) for estimating emissions from on-road vehicles from travel demand models. Periodic updates are issued, and ongoing staff training is necessary. If the Shasta Region reaches non-attainment for an air quality standard, SRTA may need to develop a robust air quality analysis review of regional projects and conduct an air quality conformity analysis as part of a subsequent Regional Transportation Plan updates, and development and/or amendments to the Federal Transportation Improvement Program. This work element includes a small number of staff hours needed for monitoring potential air quality impacts to the region, interagency communications, and staying abreast of technical/modeling methods and tools.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Protecting air quality is a core MPO activity for regions in air quality non-attainment. The Shasta Region is in attainment for federal air quality standards; however, the region is inching closer to non-attainment thresholds. Whereas SRTA's plans, program, and investments impact National Ambient Air Quality Standards, this work element is needed to track changes in Criteria Air Pollutants, including Ozone, CO, PM 2.5, and PM 10, and to prepare appropriate responses. Through EMFAC, SRTA can evaluate the impact of individual projects and programs of projects such as the RTP and FTIP. This is required for the RTP EIR and supports other activities, such as grant seeking at times.

Prior Fiscal Year Work

Reviewed regional air quality reports. Tracked EMFAC model changes. Tracked and participated in national and statewide review of revised PM2.5 pollutant criteria and potential impacts to the region. Participated in related air quality workshops and presentations.

FY 2025/26 Work

Task 1		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Regional Air Quality Planning			
1.1	Interagency coordination, including monitoring and communications with Shasta County Air Quality Management District (AQMD) and the California Air Resources Board.	SRTA	July – June	Improved coordination with local/regional partners
1.2	Monitor federal air quality reports, California air quality reports, and related state/federal legislation. Take action as appropriate.	SRTA	July – June	Awareness of new or imminent need to address AQ
1.3	Initiate strategies needed to comply with state and federal air quality standards.	SRTA	July – June	Updated strategies (as needed)

Task 2	Regional Air Quality Modeling Capacity			
2.1	Participate in web-based training for SRTA staff operation of the EMFAC model.	SRTA	July – June	More knowledgeable staff
2.2	Participate in statewide EMFAC model update workgroups and provide input as needed.	SRTA	July – June	More knowledgeable staff
Task 3	EMFAC Post-Processing			
3.1	Potential EMFAC post processing performed by SRTA staff in support of planning and decision-making processes. Note: consultant-performed post-processing is performed under WE 705.05.	SRTA	July – June	EMFAC post-processing (as required)

Future / Ongoing Work

All of the above tasks are ongoing work.

701.11 – REGIONAL DATA

Objective

To collect data needed for 701.03 (Performance Measures), 705.06 (Shasta Regional Planning Dashboard), Federal Performance-Based Planning and Programming, and Federal Highway Performance Monitoring System (HPMS) data reporting. Data generated is also analyzed in other work elements to support grant seeking and regional decision-making processes.

WORK ELEMENT 701.11 – Regional Data						
Total Budget: \$ 97,601						
Estimated Expenditures and Anticipated Revenues						
Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
SRTA						
Personnel	\$ 14,334	\$ 27,922	\$ 36,524	\$ 4,732	\$ 41,257	\$ 1,000
Services & Supplies			\$ -	\$ -		
Human Resources	\$ 344		\$ 297	\$ 39	\$ 336	\$ 8
Bike & Ped Counts Online (All Traffic Data)	\$ 15,000		\$ 15,000	\$ 1,721	\$ 15,000	\$ -
Regional Traffic Counts (All Traffic Data)	\$ 40,000		\$ 35,412	\$ 4,588	\$ 40,000	\$ -
TOTAL:	\$ 69,678	\$ 27,922	\$ 87,234	\$ 11,079	\$ 96,592	\$ 1,008

*Toll Credits are shown for matching purposes only and are not considered revenue

Discussion

There is a backlog of transportation infrastructure and mobility needs at all levels. These needs must be identified and communicated, and the performance of subsequent investments must be measured. This requires system and travel data, including traffic counts, pavement condition assessments, safety statistics, and other transportation statistics and analyses. Results are utilized to validate travel demand modeling data and to develop transportation improvement plans. The Highway Performance Monitoring System (HPMS) is a federally mandated, nationwide program that provides information on the extent, condition, performance, usage, and operating characteristics of the nation's highways. Data collected for any road open to public travel are reported in HPMS. Caltrans annually requests data from all MPOs and local agencies. Additional information is provided via the Office of Highway System Information and Performance website (<https://dot.ca.gov/programs/research-innovation-system-information/office-of-highway-system-information-performance>). Local agencies are highly encouraged to submit data for the California Local Streets and Roads Statewide Needs Assessment to quantify transportation system deficiencies and provide documentation to support appropriate funding levels. HPMS and Local Streets and Roads data are utilized by SRTA for tracking progress and developing targets for federal, state, and regional performance measures, updating travel model data, and for use in SRTA's planning and programming activities. Transportation data will be incorporated into the region's integrated land use and travel demand model and the data dashboard. In addition, various transportation, land use, and emissions data is needed by CARB to complete the SB150-required annual progress report on California's Sustainable Communities and Climate Protection Act. SRTA was greatly challenged in providing this data because much of it had to be developed after the fact. Moving forward, SRTA aims to establish a data program that generates needed data concurrent and integrated with the planning process.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Data forms the foundation of Performance Based Planning and Programming (i.e., PM1, PM2, and PM3) and in addressing state policy implementation (e.g., greenhouse gas emission reduction targets and grant program specific objectives). Regional data also supports multiple core MPO functions, including the evaluation of alternatives and public involvement by summarizing the benefits and costs of transportation projects and programs. Data also supports the prioritization of projects for the RTP and TIPs.

Prior Fiscal Year Work

Prepared and posted regional traffic count maps. Started development of historical traffic count data maps and low-resource community maps based on 2020 US Census data. Secured contract for conducting regional HPMS traffic counts and initiated collection efforts.

FY 2025/26 Work

Task 1	Regional Travel Data Collection	Responsible Entities	Schedule	Deliverable or Outcome
1.1	Procure new travel data vendor and administer technical services agreement, including invoicing, amendments, and other activities as needed. Review and process data.	SRTA, Consultant	July – June	Travel data
1.2	Acquire data as needed to fill data gaps, including obtaining existing data from public sources, generated via project studies, or potentially purchasing or generating data if no open-source	SRTA	July – June	Funds for data acquisition, filling data

	data is available. May include the pursuit of grant funds for data acquisition.			gaps
1.3	Prepare traffic counts (vehicular, bike/ped) and publish on SRTA website	SRTA, Consultant	July – June	Website updates
Task 2	Technical Support for Local Agency Data Collection			
2.1	Provide technical support to local agencies in generating data needed for federal and state performance measures. Specific examples include encouragement and support in applying for Local Roadways Safety Plans, participating with (and responding to) the California Statewide Local Streets and Roads Needs Assessment, and similar pursuits.	SRTA	July – June	Technical support
Task 3	Data Sharing			
3.1	Generate and/or maintain web-friendly data and map-based geospatial presentations.	SRTA, Consultant	As needed	Enhanced data sharing
3.2	Post data on SRTA website and update become available and is needed by partner agencies.	SRTA	As needed	Enhanced data sharing

Future / Ongoing Work

All of the above is ongoing work.

Objective

General Use of SB1 Formula Funds: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, carrying out public outreach, and other tasks needed to advance projects consistent with the RTP/SCS. All projects should help the region meet greenhouse gas emission reductions targets. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior—also known as the 5 “D Factors” described in the region's RTP/SCS.

WORK ELEMENT 701.17 – SCS Development & Support (FY 2023/24 Funds) – Regional Transit

Total Budget: \$97,603

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	LTF	SB1 23/24 Formula
SRTA				
Personnel	\$ 32,770	\$ 63,833	\$ 11,080	\$ 85,523
Services & Supplies	\$ 213		\$ 24	\$ 189
Human Resources	\$ 786		\$ 90	\$ 696
TOTAL:	\$ 33,770	\$ 63,833	\$ 11,195	\$ 86,408

Total tiered local match for SB1 grant is 11.47% of SB1 programmed amount

Discussion

To maintain livable and fiscally sustainable communities, investments in transportation infrastructure and services must be balanced with transportation-efficient land use—meaning a mix of development types, closer together, with access to multiple travel options. The RTP/SCS includes ambitious assumptions for new housing, jobs, and commercial development in Strategic Growth Areas (see attached map) served by the next generation of multimodal transportation infrastructure and services. SRTA may utilize regional funds and programs to influence and facilitate these goals, but the region's RTP/SCS cannot be realized without local agency and private sector participation. SB1 Formula Planning Funds provide resources for these efforts. This effort will assist SRTA and regional public transit partners (e.g., Redding Area Bus Authority (RABA) and Dignity Health Connected Living (DHCL)) in evaluating options to address public transit service needs for the region through efficient and cost-effective operations. Continued community needs must be balanced with federal/state regulations and new mandates, limited regional funds, cost increases, and other factors. Plans, technical studies, or programs that help implement the SRTA's long-range transit plan, RABA's Short Range Transit Plan, and zero-emission fleet transition plans may be produced.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communities Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. To aid in the development of projects, SRTA will be identifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Prior Fiscal Year Work

SRTA, DHCL, and RABA staff are coordinating on regional transit consolidation based on recommendations in SRTA's 2024 Shasta Coordinated Transportation Plan and 2040 Long-Range Transit Plan. Staff are working on the transit consolidation efforts systematically and bringing items before the SRTA Board of Directors, the RABA Board of Directors, and DHCL's executive committee for consideration and approval. Consolidation of regional transit services should improve costs and provide better service to riders. Consolidation efforts that are complete through February 20, 2025, include:

- RABA's service area now covers all of Shasta County allowing RABA to directly operate Burney Express (299X) and removed Shasta County Public Works as a transit operator;
- Fare coordination so that fares are more consistent between RABA and ShastaConnect services;
- RABA was the sole applicant for FY 2023/24 Low Carbon Transit Operations Program (LCTOP) funds and will work with DHCL on CTSA-related service needs;
- RABA included the ShastaConnect services in their contract with Via, so SRTA no longer has to maintain a contract with the software company for on-demand ride-sharing. Additionally, there is now one mobile app for riders in the region to request transit rides (A “How to book” video is available at https://www.rabaride.com/_T18_R40.php);
- Sunday transit services transitioned from ShastaConnect to RABA on September 1, 2024;
- A memorandum of understanding for transit coordination between RABA and DHCL, including shared use of vehicles; and

- Transferred ownership of three SRTA owned vehicles to RABA.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Plans and Technical Studies			
1.1	Evaluate agency needs, community requests, and funding opportunities/constraints. Develop recommendations for service efficiencies and pilot projects, conduct fare studies, evaluate opportunities for different service models, make recommendations on reducing service overlaps and service consolidation	SRTA, Consultant	July – June	Web link to staff report and attachments
1.2	Review SRTA, RABA, and DHCL transit plans and programs, TDA regulations, SRTA policies, and provide recommendations on possible changes as part of FY 2025/26 TDA allocation updates.	SRTA, Consultant	July – June	Web link to staff report and attachments
1.3	Review of SRTA TDA allocation procedures and make recommendation for changes. Present to board for potential approval.	SRTA	July – June	Web link to staff report and attachments

Future / Ongoing Work

- N/A. Efforts completed by June 2026.

Objective

General Use of SB1 Formula Funds: To lend technical and financial assistance to local agency and private sector partners in identifying projects, performing conceptual design, carrying out public outreach, and other tasks needed to advance projects consistent with the RTP/SCS. All projects should help the region meet greenhouse gas emission reductions targets. As these partnerships and investments begin to yield tangible outcomes, SRTA will continue to align planning and infrastructure investments to achieve the critical mass and intensity of factors known to influence travel behavior—also known as the 5 “D Factors” described in the region's RTP/SCS.

WORK ELEMENT 701.18 – SCS Development & Support (FY 2024/25 & FY 2025/26 Funds) – Regional Freight

Total Budget: \$383,733

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26				
	Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	SB1 24/25 Formula	SB1 25/26 Formula	LTF
SRTA					
Personnel	\$ 18,698	\$ 36,421	\$ 6,068	\$ 6,068	\$ 42,982
Services & Supplies	\$ 15		\$ -	\$ -	\$ 15
Human Resources	\$ 449		\$ 57	\$ 57	\$ 336
Consultant (Transpogroup)	\$ 328,151		\$ 160,794	\$ 166,675	\$ 682
TOTAL:	\$ 347,312	\$ 36,421	\$ 166,919	\$ 172,800	\$ 44,014
<i>Total tiered local match for SB1 grant is 11.47% of SB1 programmed amount</i>					

Discussion

SRTA, on behalf of the 16-county North State Super Region, previously completed a North State Transportation for Economic Development Study looking at how our transportation systems support economic development, including freight/goods movement needs. Since then, a number of federal and state efforts have been completed or underway including National Freight Strategic Plan, National Priority Freight Networks, 2023 California Freight Mobility Plan, California Transportation Commission 2022 Priority Freight Corridors, California Transportation Plan 2050, and other efforts. Additionally, there are now national freight performance metrics. Caltrans District 2 is also in the process of implementing ‘freight only lanes’ on Interstate 5 (I-5) to address important freight safety and operational issues identified in recent years.

This project will build off prior efforts by focusing on development of a regional freight plan for the Shasta County region. Goals of the project will include updating freight/goods movement data, identifying regional freight corridors that support identified national and freight corridors, potential identification of proposed critical rural freight corridors, identify potential freight zones, freight infrastructure gaps, freight-related transportation capital and funding needs, and potential funding sources.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element is funded with SB 1 Formula Funds, administered through the Caltrans Sustainable Communities Grant Program. Through this work element, projects are fostered with local jurisdictions and community partners that implement the region's adopted SCS. To aid in the development of projects, SRTA will be identifying a range of potential strategies to prioritize for funding. As projects and deliverables are identified for SB1 Formula funds, the OWP is amended.

Prior Fiscal Year Work (Used FY 2024/25 Funds)

Researched other freight studies and initiated draft scope of work for plan development. Conducted meetings with local agency partners on draft project scope and breadth. Initiated and completed procurement of a contract.

FY 2025/26 Work (Using FY 2024/25 Funds)

	Responsible Entities	Schedule	Deliverable or Outcome
Task 1 Project Management	SRTA	Oct – Jun	Draft and final Project Management Plans, meeting materials, meeting summaries and action items, and monthly invoices and progress reports.
Task 2 Engagement Approach	SRTA / consultant	Oct-Nov	Draft and final Stakeholder Engagement Plan
Task 3 Data/Literature Review	SRTA / consultant	Nov-Jun	Literature review technical memo and data collection plan

Task 4	Evaluation Framework	Consultant, SRTA	Dec-Jun	Draft and final performance metrics and evaluation criteria, supporting data analysis, and summaries of stakeholder feedback and meetings.
Task 5	Vision & Goals	SRTA / Consultant	Nov-Jun	Draft and final mission, vision, and goals, stakeholder, engagement strategy and engagement material, briefing material, and meeting notes and/or memorandums.
Task 6	Existing Conditions	SRTA / Consultant	Nov-Jun	Technical memo of modal and facility profiles including maps and graphics.
Task 7	Needs & Issues	SRTA / Consultant	Mar – Jun	Draft and final Needs Assessment and Gap Analysis

Future / Ongoing Work (Using FY 2024/25 and FY 2025/26 Funds)

Project management, needs and issues, project identification & evaluation, and final reporting.

702.01 – TRANSPORTATION IMPROVEMENT PROGRAMS (TIPS)

Objective

To develop candidate projects for transportation programming needs under federal, state, and local transportation improvement programs consistent with the RTP, fiscal constraints, and federal transportation performance measures, as required.

WORK ELEMENT 702.01 – Transportation Improvement Programs (TIPS)

Total Budget: \$ 323,610

Estimated Expenditures and Anticipated Revenues						
Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	PPM
SRTA						
Personnel						
Salaries	\$ 73,339		\$ 27,745	\$ 3,595	\$ 31,339	\$ 42,000
Benefits	\$ 24,446		\$ 8,363	\$ 1,084	\$ 9,446	\$ 15,000
Human Resources - Teamwork HR	\$ 2,347		\$ 867	\$ 112	\$ 979	\$ 1,368
Services & Supplies (e.g., Public Notices)	\$ 500		\$ 436	\$ 57	\$ 493	\$ 7
Indirect Cost		\$ 190,478	\$ 13,702	\$ 1,775	\$ 15,478	\$ 175,000
Consultant - TIPS Management Software (EcolInteractive)	\$ 32,500		\$ 3,300	\$ 428	\$ 3,728	\$ 28,772
TOTAL:	\$ 133,133	\$ 190,478	\$ 54,413	\$ 7,050	\$ 61,463	\$ 262,147

*Toll Credits are shown for matching purposes only and are not considered revenue

Discussion

The FTIP is a four-year program of capital, maintenance, and operational transportation improvements based on long-range transportation plans (23 USC Section 134 (c)(j)) and (23 CFR 450.324) and is typically updated by September of even-numbered years. Transportation programming is the challenge of scheduling the use of limited resources (funds) for capital and operations projects to achieve a variety of federal, state, regional, and local transportation goals that can sometimes conflict or change. Thoughtful planning and programming can often achieve multiple goals per project and lay the groundwork for further investment. Transportation improvement programs (TIPs) are designed to achieve RTP goals and objectives via transportation spending, operations, and management, and are expected to support Federal transportation performance measures (PM), currently defined as: PM1 (Safety), PM2 (Pavement and Bridge Conditions), and PM3 (System Performance). SRTA has historically adopted the state targets for PMs rather than developing its own regional targets. Projects in the FTIP include information about how the projects help make progress towards statewide performance goals. The FTIP ensures that improvements are carried out in cooperation with federal, state, local and tribal governments, federal land management agency partners, transit agencies, community stakeholders, and the general public.

Development of these improvement programs adheres to public outreach activities specified in SRTA;s adopted SRTA Public Participation Plan. For example, draft FTIPs are available for public review and comment for four weeks before being locally approved after a public hearing. Amendments are routinely needed to reflect changes to federal programs, transportation funding levels, and local agency priorities. Amendments are posted to the SRTA website for public review and comment for a two-week period before they are locally approved. As part of the local review process, formal amendments and administrative modifications are reviewed for consistency with the RTP and fiscal constraints before being submitted to the funding agencies for approval. SRTA amends or modifies each FTIP, on average, roughly 11 times over its two-year lifespan. A more robust discussion of the FTIP development process may be found in Sections 1–4 of the FTIP itself.

The Regional Transportation Improvement Program (RTIP) is a five-year program of projects using State Transportation Improvement Program (STIP) funds and updated by December of odd-numbered years. RTIP projects are approved as part of the STIP by the CTC. Federally funded and/or regionally significant RTIP and State Highway Operation and Protection Program (SHOPP) projects are uploaded to the FTIP, once the documents are approved. SRTA is currently developing a planning data dashboard (WE 705.06) to help stakeholders monitor the performance of infrastructure investments. Additional information on how public comments are considered in the amendment process and how SRTA communicates its responses to stakeholders may be found in the Shasta Public Participation and Partnership Plan and in Work Element 704.01 (Public Information and Participation).

NOTE: Data and PMs for the RTIP and FTIP are included in Performance Measures (WE 701.03) and Regional Data (WE 701.11).

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Development of a FTIP is one of five core MPO functions and is prepared in compliance with state and federal guidance. Projects receiving federal and state funds, or locally funded projects of regional significance, are advanced for funding through the FTIP and are an integral part of the Performance Based Planning and Programming process.

Prior Fiscal Year Work

The SRTA executive director has authority to locally approve administrative modifications and formal amendments to the FTIP. Amendments to the 2023 FTIP were developed, reviewed, and approved parallel to the preparation of the 2025 FTIP which was adopted in September 2024 following a 30-day public review period and a public hearing. The FY 2025 FTIP became the active FTIP after receiving state and federal approval in December

2024. SRTA prepared and published an annual list of federally obligated transportation projects for public information, per federal regulations. Staff participated in state discussions and guidelines updates for the 2024 RTIP. Staff participated in both RTIP/STIP and FTIP workshops and meetings with California Transportation Commission, Caltrans, FHWA, and FTA staff. Staff participate in CTC meetings related to review and approval of STIP/FTIPs and related amendments.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	2025 FTIP Amendments			
1.1	Receive, process, submit, and post FTIP formal amendment requests, including descriptive letter, CTIPS pages, grouped projects summary tables, financial summary tables, and summary of changes table. Formal amendments undergo a minimum 7-day public review. Subsequently, SRTA staff notifies cognizant agencies, and interested individuals, when formal amendments locally approved. Update SRTA's programming software and begin using it to prepare amendments. Coordinate with partners on project and programming details.	SRTA	Jul – Dec	FTIP amendments (approx. three annually)
1.2	Administrative modifications including all materials listed in Task 1.1, less the financial summary tables. (Administrative modifications do not undergo public review and are accepted as state- and federally approved upon local approval.). Update SRTA's programming software and begin using it to prepare administrative modifications. Coordinate with partners on project and programming details.	SRTA	Jul – Dec	FTIP administrative modifications (approx. three annually)
Task 2	Monitor Implementation of Shasta 2024 RTIP & STIP			
2.1	Attend CTC meetings as necessary.	SRTA	Bi-monthly	Improved coordination
2.2	Meet with local agencies to determine upcoming projects and funding strategies. Seek additional/matching funding for STIP projects.	SRTA	Ongoing	Improved coordination
2.3	Manage allocations and timely use of funds.	SRTA	Ongoing	Responsible use of funds
2.4	Monitor opportunities to include intelligent transportation systems (ITS) strategies and develop candidate projects.	SRTA	Ongoing	Potential projects
2.5	Request amendments to STIP and amend Shasta RTIP as needed.	SRTA	Ongoing	STIP/RTIP amendments
2.6	Review and provide input on Interregional Transportation Strategic Plan (ITSP) in relation to impact or changes to the Interregional Transportation Improvement Program (ITIP)	SRTA	Ongoing	Meeting participation; comment letters
Task 3	California Federal Programming Group (CFPG) Meetings			
3.1	Attend CFPG meetings. Participate on CFPG Task Forces, as desirable.	SRTA	Bi-monthly	Meeting notes
Task 4	Develop and Prepare 2026 RTIP			
4.1	Review information and attend state 2026 RTIP/STIP meetings	SRTA	Jun – Oct	Improved coordination
4.2	Prepare draft 2026 RTIP.	SRTA	Jul -Oct	Draft RTIP
4.3	Circulate for public review and comment.	SRTA	Oct – Dec	Public review
4.4	Adopt 2026 RTIP and submit to federal/state agencies.	SRTA	Dec	Final RTIP
Task 5	Prepare and Publish Annual List of Federal FY Federally Obligated Projects			
5.1	Receive Caltrans list of federally obligated streets, roads, and bicycle projects for prior federal fiscal year (FFY).	SRTA	Oct – Dec	List document
5.2	Modify list for public use, add FTIP CTIPS numbers to projects, and solicit and add federally funded transit projects.	SRTA	Oct – Dec	Updated list for public
5.3	Publish list of prior FFY federally obligated projects within 90 days following the end of the prior FFY. Post to SRTA website.	SRTA	Oct – Dec	Published list
Task 6	Annual List of Locally Approved Regional Surface Transportation Program (RSTP) Projects			
6.1	With RSTP prior year estimates, solicit local project submissions per SRTA RSTP exchange policies.	SRTA	Apr – May	Potential local projects
6.2	Evaluate submitted projects for eligibility and prepare staff recommendation for RSTP-funded projects.	SRTA	May – Jun	Staff recommendation
6.3	Present funding recommendations to SRTA Board of Directors for approval.	SRTA	Jun	Staff report and RSTP recommendations
6.4	Under WE 702.02, prepare RSTP subrecipient cooperative agreements with local jurisdictions and disseminate for approval.	SRTA	Jun	Subrecipient agreements
Task 7	Prepare Draft 2027 FTIP			
7.1	Review FTIP preparation guidance attend state 2026 CFPG/FTIP meetings.	SRTA	Mar – Jun	Improved coordination
7.2	Coordinate with partners on project and programming details.	SRTA/Partner Agencies	Mar-Jun	Updated project information and programming
7.3	Circulate for Final Draft FTIP for public review and comment.	SRTA	Jun	Public review

Future / Ongoing Work

Tasks 1, 2, 3, 5, and 6 are ongoing work.

702.02 – OVERALL WORK PROGRAM (OWP)

Objective

To develop and administer a comprehensive, coordinated work plan of projects and programs that support implementation of the RTP, short-term transportation improvement programs, California Planning Emphasis Areas, and Federal Planning Factors. To prepare and adopt an agency budget, and annual ICAP rate for the operation of SRTA.

WORK ELEMENT 702.02 – Overall Work Program (OWP)						
Total Budget: \$ 170,530						
Estimated Expenditures and Anticipated Revenues						
Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
SRTA						
Personnel	\$ 57,313	\$ 111,640	\$ 85,175	\$ 11,035	\$ 96,210	\$ 72,743
Services & Supplies	\$ 201		\$ -	\$ -	\$ -	\$ 201
Human Resources	\$ 1,376		\$ 693	\$ 90	\$ 783	\$ 592
TOTAL:	\$ 58,890	\$ 111,640	\$ 85,868	\$ 11,125	\$ 96,994	\$ 73,536

*Toll Credits are shown for matching purposes only and are not considered revenue

Discussion

The OWP is a detailed description of agency work to be accomplished during the fiscal year (July 1 through June 30) and the fund sources to be used to support RTP implementation and the development of short-term transportation improvement programs. The OWP is prepared pursuant to 23 CFR 450.308 and the Regional Planning Handbook prepared by the California Department of Transportation. At a minimum, the OWP includes: a description of the planning activities and products; who will perform the work; anticipated time frame for completing the work; and the budget and source of funds. SRTA receives, oversees, and monitors the use of state and federal funding for implementation of the OWP and is therefore required to establish policies and procedures to meet DOT regulations. Cooperative agreements are also executed with partner agencies that jointly undertake work within the OWP.

NOTE: Consolidated Planning Grant (CPG) funds are not used to implement non-CPG funded work elements. However, within Work Element 702.02, CPG funding is used to coordinate non-CPG funded work with CPG-funded work, thereby ensuring a program of projects and activities that work together to achieve federal, state, and regional objectives.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

The OWP serves as SRTA's work program, planning budget, and comprehensive budget. It articulates how SRTA's activities align with federal and state funding eligibility and policy priorities. Performance Based Planning and Programming are integrated across the planning process, meaning that the RTP, OWP, TIPs, and other state and federally funded activities are working together to plan, fund, and implement projects and programs that provide quantifiable progress toward desired outcomes and performance targets.

Prior Fiscal Year Work

Prior year budget and work plan prepared and adopted; quarterly reports completed, including descriptive summaries of work performed and corresponding budget expenditures; consultation and coordination with state and federal partners regarding the content and ongoing improvement of the OWP document; maintained and used a full-cost accounting system for fiscal management of US DOT funds; developed and executed sub-recipient cooperative agreements; developed and adopted policy for the distribution of planning funds to local partner agencies. Adopted new Overall Work Program policies and procedures for the agency (Section 2.24.10). Prepared new FY regional planning priorities, draft OWP, and final OWP. Participated in annual OWP coordination meeting with state and federal oversight partners. Annual sub-recipient cooperative agreements for the pass-through of planning, non-motorized, and RSTP funds annually developed and executed.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Closeout of Prior FY and Budget			
1.1	Prepare prior year certification of expenditures and close-out reports for submittal to Caltrans	SRTA	Jul – Sept	Certification and closeout reports
Task 2	Management of Current FY OWP and Budget			
2.1	Develop, administer, amend, and oversee subrecipient cooperative agreements (SCAs) (general and RSTP) with local agency subrecipients.	SRTA	Ongoing	SCAs
2.2	Track staff hours on work tasks and review budget expenditures.	SRTA	Ongoing	Oversight of

				expenditures
2.3	Prepare and submit invoices and quarterly progress reports to Caltrans, including SRTA and sub-recipient activity, as well as Disadvantaged Business Enterprise (DBE) reporting forms.	SRTA	Quarterly	Invoices and reports
2.4	Prepare bi-yearly DBE reporting to submit to Caltrans, Headquarters.	SRTA	Apr and Oct	DBE reports
2.5	Prepare and submit Year End Package and OWP Final Products to Caltrans District.	SRTA	Jul – Aug	Year-end package and final products
Task 3 OWP Amendments				
3.1	Prepare staff reports and budget documents for SRTA board of directors' approval (typically 2–3 amendments per year).	SRTA	As needed	Staff reports and budget documents
3.2	Coordinate with Caltrans District 2 and submit required documentation to Caltrans for federal and state approval	SRTA	As needed	Documentation and state/federal approval
Task 4 Develop Next FY OWP				
4.1	Annual OWP coordination meeting with Caltrans, FHWA, and FTA.	SRTA	Nov – Dec	Enhanced coordination
4.2	Prepare and present regional planning priorities for board of directors' approval.	SRTA	Oct – Dec	Regional planning priorities, staff report
4.3	Prepare and distribute local agency call for planning projects based on regional planning priorities, Federal Planning Factors, and California Planning Emphasis Areas, and evaluate proposals. (May depend on available funding.)	SRTA	Aug – Jan	Call for planning projects, if performed.
4.4	Update narrative portion and prepare draft work elements.	SRTA	Nov – Feb	Draft OWP
4.5	Analyze SRTA staff and labor needs, allocate staff hours across work elements, and prepare draft budget, including: personnel, services and supplies, consultant work, local agency sub-allocations, and indirect costs.	SRTA	Nov – Feb	Allocation of funds as appropriate
4.6	Prepare and present draft OWP to board of directors for review and comment.	SRTA	Feb	Board feedback
4.7	Submit draft OWP to state and federal agencies for review and comment.	SRTA	Mar	State and federal feedback
4.8	Revise draft OWP to include federal and state comments and recommendations.	SRTA	Mar – Apr	OWP ready for approval and adoption
4.9	Prepare and present final OWP to board of directors for adoption.	SRTA	Apr	Adopted OWP
4.10	Prepare and submit annual subrecipient cooperative agreements to sub-recipients. File SCAs and issue Notices to Proceed upon full execution.	SRTA	May – Jun	SCAs and notices to proceed
4.11	Submit final OWP to Caltrans for state and federal approval.	SRTA	May – Jun	Approved OWP

Future / Ongoing Work

All of the above tasks are ongoing work.

Objective

This work element consolidates efforts previously dispersed throughout prior OWPs to develop new projects, partnerships, and grant applications. Establishing a dedicated grant writing and technical assistance work element and funding it entirely with LTF ensures that federal planning funds are not used to for ineligible activities such as develop capital grant applications. Also, because these are new projects in development, there is typically no dedicated work element in place to charge this work, which typically requires over 40 hours to develop and submit each application. This new work element remedies this issue. Upon award of grants for specific projects, they are amended into the OWP under their own unique work elements.

WORK ELEMENT 702.03 – Grant Writing and Technical Assistance

Total Budget: \$ 6,843

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26		
	Expenditures		Revenue by Fund Source (\$)
SRTA	Direct	Indirect	LTF
Personnel	\$ 2,235	\$ 4,354	\$ 6,589
Services & Supplies	\$ 200		\$ 200
Human Resources	\$ 54		\$ 54
TOTAL:	\$ 2,489	\$ 4,354	\$ 6,843

Discussion

Transportation funding has transitioned in recent years from predominately formula-based allocations to a highly competitive discretionary funding environment. In addition to newer federal programs, the State of California has introduced a number of Greenhouse Gas Reduction Fund (GGRF) funded programs that fund capital roadway projects, transit capital and operating projects, and non-motorized planning and capital projects. Furthermore, a number of past funding avenues have been consolidated into ultra-competitive programs such as the Active Transportation Program (ATP). SRTA plays a key role in tracking current and new grant program opportunities, competing directly for grants, and assisting local partner agencies in seeking grants for projects that help to implement SRTA's adopted Regional Transportation Plan (RTP). The funding assumptions and performance goals found in the adopted RTP are premised on the successful pursuit of these discretionary funding sources. SRTA typically prepares 1 to 3 grant applications per year. The timing and specific grant program vary from year to year.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Regional funds are used exclusively for this work element because grant writing is not an eligible use of federal planning funds. The RTP cannot be fully implemented, and regional, state, and federal outcomes and performance targets cannot be met without cost sharing. Grants fill funding gaps that could not otherwise be accomplished with regional funds—nor should they since many of the region's interstate and interregional corridors are heavily used by non-local traffic traveling through the region and support state and federal goals for the mobility for freight and people. Successful grant writing efforts help ensure a state of good repair on regional roadways by replacing pavement and bridges, enhance safety by bringing facilities up to modern design standards, and help ensure long-term system performance for these critically important facilities by increasing capacity, enhancing traffic operations, and reducing congestion.

Prior Fiscal Year Work

Tracked grant opportunities and shared relevant information with regional partners in support of their project needs. Participated in relevant federal and state grant workshops. Prepared a GoShasta ATP update grant application.

FY 2025/26 Work

Task 1	Develop Projects to Complete Effectively for Discretionary Funding	Responsible Entities	Schedule	Deliverable or Outcome
1.1	Track existing and emerging state and federal grant opportunities. Perform research into applicable programs and participate in grant workshops as needed.	SRTA	July – June	Awareness of upcoming grant opportunities
1.2	Communicate with and provide technical assistance to local agencies, human service transportation providers, and private industry partners to identify project needs and align these needs with applicable grant program funding opportunities.	SRTA	July – June	Improved coordination with local/regional partners.
1.3	Develop project work scopes and organize interagency and community partnerships and resources.	SRTA	July – June	Improved coordination with local/regional partners.

Future / Ongoing Work

All of the above work is regular ongoing work.

703.01 – ACTIVE TRANSPORTATION PLANNING

Objective

To implement the GoShasta Regional Active Transportation Plan (adopted February 2018) and increase the share of trips made via bicycle and walking. Ambitious targets for the reduction of vehicle miles traveled and associated greenhouse gas emissions documented in the RTP/SCS cannot be achieved using incremental implementation of outdated strategies serving geographically dispersed development patterns and segregated land uses. A new generation of infrastructure, policies, and programs, combined with supportive land use, is required. The regional vision and strategies presented in the adopted GoShasta Regional Active Transportation Plan describes the next generation of facilities, programs, and policies required to achieve the RTP/SCS. This work element helps to focus regional resources and effort to expedite the planning and funding of GoShasta priorities, including the creation of active transportation “trunk lines.”

WORK ELEMENT 703.01 – Active Transportation Planning									
Total Budget: \$164,592									
Estimated Expenditures and Anticipated Revenues									
Staff Allocations and Funding Requirements	Expenditure	FY 2025/26							
		Revenue by Fund Source (\$)							
	Direct	Indirect	FHWA PL	Toll Credits*	FHWA PL	Total FHWA PL (CS)	PPM	Non-Moto	LTF
Personnel	\$ 40,152	\$ 78,212	\$ 28,099	\$ 3,641	\$ 31,739	\$ 21,051	\$ 506		\$ 65,068
Services & Supplies	\$ 11,257		\$ -	\$ -	\$ -	\$ 1	\$ 4,274		\$ 6,982
Human Resources	\$ 964		\$ 229	\$ 30	\$ 258	\$ 171	\$ 3		\$ 531
Consultant (Kittelson)	\$ 10,000							\$ 10,000	
Bike Month Promotional	\$ 24,006						\$ 22,125		\$ 1,881
TOTAL:	\$ 86,379	\$ 78,212	\$ 28,328	\$ 3,670	\$ 31,998	\$ 21,224	\$ 26,908	\$ 10,000	\$ 74,462

*Toll Credits are shown for matching purposes only and are not considered revenue

Discussion

Public interest and usage of active (i.e., bicycle and pedestrian) travel options continue to grow in the Shasta Region. SRTA's plans and investments support the development of safe and convenient infrastructure; connectivity between the region's trails and the urban network; maintenance of existing bicycle and pedestrian facilities; integration with public transportation; and complete streets. These strategies play a key role in SRTA's Sustainable Communities Strategy (SCS) for reducing vehicle miles traveled and associated greenhouse gas emissions. Federal funding programs for bicycle and pedestrian improvements have been consolidated and are now awarded competitively. Projects proposed for funding must eventually be part of an adopted Active Transportation Plan. GoShasta services this purpose and guides regional investments. As part of the regional planning process and local implementation thereof, SRTA coordinated with Caltrans District 2 and local jurisdictions on their respective planning processes and provided technical support where appropriate.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element supports system performance through the development of a complete and connected network of non-motorized facilities. Properly designed and implemented, these facilities result in increased active transportation mode share, thereby reducing VMT and increasing performance on the vehicle network. Safety is also increased by filling network gaps and enhancing facilities where a history of collisions have occurred, thereby helping to meet adopted goals for fewer transportation related injuries and deaths. Increased active transportation usage also reduces Criteria Pollutants in support of National Ambient Air Quality and reduces transportation sector greenhouse gas emissions in support of CARB-assigned regional greenhouse gas emission reduction targets.

Prior Fiscal Year Work

SRTA performed oversight for previously awarded projects through the Regional Non-Motorized Program. SRTA staff provided technical consultation, coordination, and project development assistance to member agencies and Caltrans District 2. Funded Healthy Shasta's use of an application to promote Bike Month and gather active transportation data.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Active Transportation Planning, Policy Development, and Training			
1.1	Host and participate in bicycle/pedestrian planning and policy workgroups and advisory committees.	SRTA	July – June	Sustainable regional partnerships
1.2	Host and/or advertise active transportation educational opportunities (e.g., seminars, webinars, trainings, etc.) for local and regional partners.	SRTA	July – June	Education and increased awareness
Task 2	Provide Active Transportation Technical Assistance to Local Agencies and Organizations			

2.1	Monitor funding opportunities for bicycle and pedestrian planning and construction.	SRTA	July – June	Awareness of funding opportunities
2.2	Provide technical assistance, as needed, for local agencies to prepare bicycle and pedestrian projects consistent with the GoShasta ATP. In addition to planning consultation and public engagement support, SRTA may include other types of assistance including, but not limited to, project concepts, preliminary designs or other drawings, and grant-writing assistance to support grant seeking.	SRTA	July – June	Technical assistance and application support
2.3	Provide technical support, as needed, for community-based organizations seeking to improve the active transportation user experience, including amenities and programmatic support tasks documented in GoShasta (e.g., Bike Month activities).	SRTA	July – June	Technical support for partners
Task 3	Manage SRTA Non-Motorized Program(s)			
3.1	Administer and manage Rural BLAST Program and 2% TDA bicycle and pedestrian set-aside, including accounting and project monitoring, for projects that are consistent with the GoShasta Regional Active Transportation Plan.	SRTA	July – June	Leverage for capital active transportation projects

Future / Ongoing Work

All of the above tasks are regular ongoing work.

703.08 – GoShasta Active Transportation Plan Update

Objective

To update the GoShasta Regional Active Transportation Plan (last updated 2019) and increase the share of trips made via bicycle and walking. Ambitious targets for the reduction of vehicle miles traveled and associated greenhouse gas emissions documented in the RTP/SCS cannot be achieved without realizing active transportation mode share assumptions. The regional vision and strategies presented in the adopted GoShasta Regional Active Transportation Plan describes the next generation of facilities, programs, and policies required to achieve the RTP/SCS. This work element updates the GoShasta Regional Active Transportation Plan, enabling projects to maintain competitiveness in local partners' efforts to seek discretionary capital funding for their infrastructure projects.

WORK ELEMENT 703.08 – Sustainable Communities Discretionary – GoShasta Plan Update

Total Budget: \$358,106

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26			
	Expenditures		Revenue by Fund Source (\$)	
	Direct	Indirect	LTF	SB1 25/26 Discretionary (RMRA)
SRTA				
Personnel	\$ 32,277	\$ 62,873	\$ 40,736	\$ 54,414
Services & Supplies	\$ -		\$ -	\$ -
Human Resources	\$ 775		\$ 334	\$ 440
Consultant(s) (Alta)	\$ 262,181		\$ 35	\$ 262,146
TOTAL:	\$ 295,233	\$ 62,873	\$ 41,106	\$ 317,000
Total tiered local match for SB1 grant is 11.47% of SB1 programmed amount				

Discussion

Public interest and usage of active (i.e., bicycle and pedestrian) travel options continue to grow in the Shasta Region. SRTA's plans and investments support the development of safe and convenient infrastructure; connectivity between the region's trails and the urban network; maintenance of existing bicycle and pedestrian facilities; integration with public transportation; and complete streets. These strategies play a key role in SRTA's Sustainable Communities Strategy (SCS) for reducing vehicle miles traveled and associated greenhouse gas emissions. Federal funding programs for bicycle and pedestrian improvements have been consolidated and are now awarded competitively. Projects proposed for funding must eventually be part of an adopted Active Transportation Plan. GoShasta services this purpose and guides regional investments. As part of the regional planning process and local implementation thereof, SRTA coordinated with Caltrans District 2 and local jurisdictions on their respective planning processes and provided technical support where appropriate.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element supports system performance by expanding the planned development of a complete and connected network of non-motorized facilities. Properly designed and implemented, these facilities can increase active transportation mode share, reduce vehicle miles traveled, and increase performance on the vehicle network. Safety is also increased by filling network gaps and enhancing facilities where a history of collisions have occurred, thereby helping to meet adopted goals for fewer transportation related injuries and deaths. Increased active transportation usage also reduces Criteria Pollutants in support of National Ambient Air Quality and reduces transportation sector greenhouse gas emissions in support of CARB-assigned regional greenhouse gas emission reduction targets.

Prior Fiscal Year Work

N/A – New work element.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 01	Project Administration			
	Project Administration	SRTA	Nov – June	Kick-Off Meeting Notes, Quarterly Invoices, and Progress Reports
Task 1	Existing Conditions Assessment and Bicycle & Pedestrian Counts			
1.1	Define objectives and locations for counts	SRTA, Partner Agencies, Consultant	April -June	Sustainable regional partnerships
1.2	Collect and review data	SRTA, Partner Agencies, Consultant	April -June	Education and increased awareness
1.3	Perform infrastructure and safety analyses	SRTA, Partner Agencies, Consultant	April -June	Technical assistance

1.4	Assess equity and accessibility	SRTA, Consultant	April -June	Equity Analysis Report and Accessibility Evaluation
1.5	Engage key partners	SRTA, Consultant	April -June	Input for Project Priorities
1.6	Prepare and summarize findings	SRTA, Consultant	April -June	Existing Conditions Report, Data Visualization Maps
Task 2 Public Engagement and Active Transportation Safety Campaign				
2.1	Develop engagement plan	SRTA, Partner Agencies, Consultant	June	Awareness of funding opportunities
2.2	Community engagement events	SRTA, Partner Agencies, Consultant	June	Technical assistance and application support
2.3	Community survey	SRTA, Partner Agencies, Consultant	June	Technical support for partners
2.4	Active transportation safety campaign	SRTA, Partner Agencies, Consultant	June	Safety Awareness Materials and Engagement Events
2.5	Summarize and analyze feedback	SRTA, Consultant	June	Public Engagement Summary Report
Task 3 Advisory Committee Meetings				
3.1	Establish advisory committee meetings	SRTA	April – June	Leverage for capital active transportation projects
3.2	Develop meeting schedule	SRTA, Partner Agencies	April -June	Meeting Schedule
3.3	Prepare meeting materials	SRTA, Consultant	April -June	Agendas, Presentation Materials, and Reports
3.4	Facilitate advisory committee meetings	SRTA	April -June	Recorded Meetings and Stakeholder Participation
3.5	Respond to advisory committee input	SRTA, Consultant	April -June	Summary of Committee Feedback

Future / Ongoing Work

Project Administration, Existing Conditions Assessment, Bicycle and Pedestrian Counts, Public Engagement, Active Transportation Safety Campaign, Advisory Committee Meetings, Draft and Final Plan, and Board Review and Approval.

704.01 – PUBLIC INFORMATION AND PARTICIPATION

Objective

To be transparent in all agency activities and decision-making processes. To provide information and resources that are accessible, approachable, and meaningful to SRTA's broad range of customers, including the general public, public agency partners, and other stakeholders affected by or interested in the agency's plans, programs, and decisions. Increase public awareness about SRTA, its projects and how they are impacted by, or impact, the public.

WORK ELEMENT 704.01 – Public Information and Participation

Total Budget: \$ 111,304

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
SRTA						
Personnel	\$ 34,592	\$ 67,382	\$ 65,857	\$ 8,532	\$ 74,389	\$ 27,584
Services & Supplies	\$ 1,000		\$ -	\$ -	\$ -	\$ 1,000
Human Resources	\$ 830		\$ 536	\$ 69	\$ 606	\$ 225
Consultant (web hosting)	\$ 7,000		\$ 4,648	\$ 602	\$ 5,250	\$ 1,750
SSL Certificate/Misc.	\$ 500		\$ 443	\$ 57	\$ 500	\$ -
TOTAL:	\$ 43,922	\$ 67,382	\$ 71,484	\$ 9,261	\$ 80,745	\$ 30,559

*Toll Credits are shown for matching purposes only and are not considered revenue

Discussion

As the state-designated Regional Transportation Planning Agency (RTPA) and federally designated Metropolitan Planning Organization (MPO) for Shasta County, SRTA plays a central role in creating, strengthening, and leveraging partnerships to meet regional challenges and opportunities. SRTA's primary public communication tool is the board of directors' meetings held five times per year and augmented as needed with special meetings. In addition, SRTA maintains a Shasta Public Participation and Partnership Plan (Title VI) outlining SRTA's process for providing all affected or otherwise interested stakeholders with reasonable opportunities to be involved in the metropolitan transportation planning and programming process. As described in this plan, SRTA considers each activity individually and utilizes strategies designed to facilitate public access, awareness, and/or action. SRTA's most popular and effective tool for day-to-day outreach activities is the agency's website, which now features community engagement tools. Social media applications, including Facebook and Twitter, are also utilized. Appendix A of the plan documents SRTA's procedures directing the roles, responsibilities, and key decision points for consultation with Tribal Governments and Federal Land Management Agencies (FLMAs) pursuant to 23 CFR 450.316 (e) (see www.sрта.ca.gov/166/Public-Participation). Consultation with Tribal Governments and FLMAs carried out under WE 701.01.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Involving the public is one of five core MPO planning functions and is carried out in accordance with federal and state requirements. SRTA maintains a Public Participation and Partnership Plan (Title VI), prepared in accordance with state and federal guidance, to guide SRTA's activities. Public participation is an integral part of the transportation process which helps to ensure that decisions are made in consideration of and to benefit public needs and preferences. Early and continuous public involvement brings diverse viewpoints and values into the decision-making process. This process enables agencies to make better informed decisions through collaborative efforts and builds mutual understanding and trust between the agencies and the public they serve. Successful public participation is a continuous process, consisting of a series of activities and actions to both inform the public and stakeholders and to obtain input from them which influence decisions that affect their lives.

Prior Fiscal Year Work

Provided public notices for SRTA Board of Directors and Technical Advisory Committee (TAC) agendas and meetings. Launched a website update with new graphics, layouts, and features. Updated agency website as information became available and managed social media announcements on Facebook and Twitter accounts. Posted meeting recordings to YouTube. Developed funding fact sheets for public involvement and review.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Agency Website (srta.ca.gov)			
1.1	Ongoing updates and periodic refreshing of agency website.	SRTA	July – June	Updated website

1.2	Website services, including web-domain hosting, security certificate, and social media.	SRTA	July – June	Online presence
1.3	Manage online community engagement tools, including Facebook, Instagram, and community voice modules on agency website.	SRTA	July – June	Social media posts
1.4	Evaluate current website service provider and procure new service provider if needed	SRTA	As needed	New provider (if needed)
Task 2 Public Information and Notification				
2.1	Provide information to the public regarding regional transportation infrastructure and services, including but not limited press releases, social media, and presentations to community groups.	SRTA	July – June	Improved public awareness of SRTA and its work
2.2	Post meeting recordings to YouTube as needed.	SRTA	July – June	Meeting recordings
2.3	Legal notices and advertisements regarding SRTA planning and programming activities.	SRTA	July – June	Legal notices and ads (as needed)
2.4	Review Public Participation Plan periodically for potential updates including consistency with outreach to disadvantaged communities and other groups.	SRTA	July – June	Plan updates (as needed)
Task 3 Public Participation and Title VI Plan				
3.1	Update the Shasta Public Participation Plan (Title VI)	SRTA	July-December	Routine Plan Update

Future / Ongoing Work

Tasks 1.1 – 1.3 and Tasks 2.1 – 2.4 are regularly ongoing tasks.

705.02 – GIS APPLICATIONS

Objective

To eliminate technical barriers to planning and policy analysis; better engage the public and community stakeholders via maps and visualizations; promote consistent and compatible data and technology standards; improve data quality, accuracy, and completeness; enhance access to GIS data resources; and facilitate the exchange of data between data producers and data consumers.

WORK ELEMENT 705.02 – GIS Applications			
Total Budget: \$ 35,920			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	Expenditures		Revenue by Fund Source (\$)
	Direct	Indirect	LTF
SRTA			
Personnel	\$ 10,404	\$ 20,266	\$ 30,670
Services & Supplies			\$ -
Human Resources	\$ 250		\$ 250
Consultant:			
ArcGIS Licenses	\$ 5,000		\$ 5,000
TOTAL:	\$ 15,654	\$ 20,266	\$ 35,920

Discussion

SRTA continues to expand its technical and regional data sharing role, with a focus on developing and maintaining countywide land use and transportation-related GIS data. Additional data layers, including US Census and economic data, are likewise being added to enhance spatial analysis capabilities. GIS data is integrated into the land use and travel demand model and is used to assist with development of the Sustainable Community Strategy (SCS) and tracking performance toward RTP objectives and federal performance-based planning and programming.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Core MPO planning functions include establishing a setting and evaluating alternatives. Geospatial technical tools are needed to accomplish these functions. GIS serves as the technical foundation for planning, policy analysis, and performance measuring by allowing data to be correlated to geographic locations efficiently and accurately. As such, GIS is integral to all core activities and supports all federal and state goals, including federal Performance Based Planning and Programming and state grant program goals. GIS is used to generate a portion of the data needed to develop performance targets and track progress.

Prior Fiscal Year Work

Performed GIS analysis as needed for SRTA projects, including completed mapping traffic count data. Acquired access for new employees to online GIS system. Began transition to ArcGIS Pro. Development of request for proposal (RFP) for consultant services to support GIS tasks.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Regional GIS Program			
1.1	Maintain requisite GIS licensing needed for SRTA operations.	SRTA	July – June	ArcGIS license
1.2	Maintain and enhance agency GIS capabilities by participating in GIS training.	SRTA	As needed	Upgraded GIS skills
1.3	Participate in interagency GIS user groups.	SRTA	July – June	Better coordination
Task 2	On-Call GIS Support Services			
2.1	Manage existing on-call GIS consultant services contract, including invoices and budget tracking.	SRTA	July – June	Progress reports and invoices
2.2	Administer new on-call GIS services consultant procurement process and contracting.	SRTA	As needed	Request for proposal and contract
2.3	Miscellaneous on-call GIS support for other work elements and SRTA's member agencies. (Major work tasks involving GIS are included in appropriate work elements.)	Consultant	As needed	Technical support

Future / Ongoing Work

Tasks 1, 2.1, and 2.3 are regular ongoing work.

705.05 – TRAVEL DEMAND MODEL

Objective

Manage and maintain the region's integrated land use and travel demand model consistent with state and federal law and in support of Performance-Based Planning and Programming, RTP, TIPs, modal studies, and other regional activities.

WORK ELEMENT 705.05 – Travel Demand Model						
Total Budget: \$ 165,684						
Estimated Expenditures and Anticipated Revenues						
Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source (\$)			
	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
SRTA						
Personnel	\$ 45,622	\$ 88,867	\$ 14,928	\$ 1,934	\$ 16,862	\$ 117,628
Services & Supplies	\$ 100				\$ -	\$ 100
Human Resources	\$ 1,095		\$ 122	\$ 16	\$ 137	\$ 958
Consultant Services (DKS/EDD)	\$ 10,000		\$ 4,427	\$ 574	\$ 5,000	\$ 5,000
OpenPaths Software License	\$ 20,000		\$ 8,853	\$ 1,147	\$ 10,000	\$ 10,000
TOTAL:	\$ 76,817	\$ 88,867	\$28,329	\$ 3,670	\$ 31,999	\$ 133,685

*Toll Credits are shown for matching purposes only and are not considered revenue

Discussion

MPOs are required to develop and maintain a travel demand forecast model that meets FHWA and FTA requirements per Title 23 U.S.C. Section 134, and California requirements as specified under Chapter 3 of the 2017 Regional Transportation Plan (RTP) Guidelines for Metropolitan Planning Organizations (MPO). The RTP Guidelines also specify certain capabilities for medium-sized MPOs (Sections 3.4 and 3.5). The ShastaSIM travel demand model fulfills these requirements. ShastaSIM measures the impact of population growth and planned or anticipated land development and calculates various transportation and mobility-related performance metrics for any given planning year. ShastaSIM informs decision makers as to the location and timing of improvements needed to maintain adequate level of service. Outputs from ShastaSIM and travel model post-processing are utilized in various planning documents including, but not limited to: the RTP, RTIP, FTIP (23 USC 134), corridor studies, special projects, and air quality conformity. ShastaSIM requires specialized software and extensive input data, including household travel surveys, socio-economic demographics, and parcel-level land use characteristics. Post-processing routines are required for procedures not found in ShastaSIM, such as calculations of mobile source emissions. SRTA received funding, in partnership with California's Small 6 MPOs, to develop a land use model to integrate with ShastaSIM. SRTA is developing a new regional land use model, which will be used for the 2026 RTP/SCS.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

As an MPO, SRTA is required to maintain a travel demand model for assessing transportation system needs and evaluating the impact of projects on the performance of the network. The travel demand model is used in performance-based planning and programming to prioritize investments based on system performance measures, including vehicle hours of delay and other key metrics.

Prior Fiscal Year Work

Staff participated in final Land Use modeling meetings and review of draft deliverables. Data for travel model updates were collected. Outreach was made to local agencies on updated applicable data for use in the travel model. Meetings on land use model data needs were conducted with local agencies. Staff participated in statewide model discussions and reviewed updated requirements in applicable federal and state modeling/RTP guidelines. Travel model files were requested for regional projects and provided to regional partners and consultants. Review of travel model software updates were conducted and meetings held with consultant to determine future next steps for software transition.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Operation and Maintenance			
1.1	Manage technical advisory committee, known as the Shasta Model Users Group (SMUG).	SRTA, Consultant	July – June	SMUG feedback
1.2	Perform routine maintenance of the model, including actual and scheduled network changes, traffic count data, land use assumptions, population growth forecast update, and other inputs.	Consultant	As needed	Updated model
1.3	Model data requests or assistance and operation of the model in support of other work elements.	SRTA, Consultant	July – June	TDM support for other work elements
Task 2	Education and Training			
2.1	SRTA staff participation in national or statewide travel demand modeling technical training and practitioner workgroups.	SRTA	July – June	Technical support

2.2	Training for SRTA staff on model operation, maintenance, and emissions post-processing. Training for regional partners on use of the model, including materials.	SRTA, Consultant	July – June	Technical support
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Future / Ongoing Work

All of the above tasks are regular ongoing work.

705.06 – SHASTA REGIONAL PLANNING DASHBOARD

Objective

Address technical and funding constraints for performance-based planning; reduce need for technical staff and funding resources; optimize the existing repetitive and time-consuming processes; provide clear and comprehensive future predictions; develop a comprehensive, data-driven, and easy to use decision-making tool; and increase public engagement.

WORK ELEMENT 705.06 – Shasta Regional Planning Dashboard					
Total Budget: \$ 423,270					
Estimated Expenditures and Anticipated Revenues					
Staff Allocations and Funding Requirements	FY 2025/26				
	Expenditures				
	Direct	Indirect	FY 2023/24 Sustainable Communities	LTF	PPM
SRTA					
Personnel	\$ 54,613	\$ 106,381	\$ 109,104	\$ 33,424	\$ 18,466
Services & Supplies	\$ 2,565		\$ 2,271	\$ 2	\$ 292
Human Resources	\$ 1,311		\$ 272	\$ 888	\$ 150
Consultant:					
RSG	\$ 258,400		\$ 228,762	\$ 4,443	\$ 25,195
TOTAL:	\$ 316,889	\$ 106,381	\$ 340,409	\$ 38,757	\$ 44,104
Total tiered local match for SB1 grant is 11.47% of SB1 programmed amount					

Discussion

There are many challenges and constraints for MPOs to advance the region's RTP/SCS, planning priorities, and climate adaptation goals. Limited available data, technical staff, and funding resources make this issue even more challenging for small and mid-size MPOs. Existing data modeling and visualization technologies are valuable tools to improve reporting processes and stakeholder engagement, but the lack of a comprehensive planning data analysis platform and dashboard can lead to delays, redundancies in the required reporting processes, as well as significant difficulties in decision-making and public engagement processes. There is a need for a modern comprehensive data analytics dashboard that supports interactive analysis, visualization of different planning datasets, and scenario analysis. The proposed multi-data views dashboard could include, land use, traffic volume, travel time, transit ridership, freight traffic, and greenhouse gas emissions, and health/safety indicators such as reported crashes and fatalities.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

The proposed platform and dashboard will provide a comprehensive, data-driven, and easy-to-use decision-making tool to have a clear and comprehensive prediction for multimodality, accessibility, safety, equity, VMT, and GHG emissions based on the effects of transportation, housing, and land use on each other and on the past, current, and future trends. All community members including disadvantaged community members and tribal entities can use this proposed comprehensive, data-driven, and easy-to-use decision-making tool to have a clear and comprehensive future prediction based on transparent data. This can help them to have effective engagements that lead to informed decisions.

Prior Fiscal Year Work

Developed and issued RFP, contracted with consultant, managing and administering the project, identified key stakeholders, working on public engagement plan, initial project TAC and public engagement meetings, developed a plan for updating and calibrating the model and identifying the required data and data sources. Started data collection for project needs. Reviewed consultants proposed data dashboard plan, reviewed proposed software tools, and selected appropriate tools to move forward with.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Project Administration			
1.1	Manage and administer the project.	SRTA	July – Jun	Progress reports and invoices
1.2	Quarterly invoices and project reports	SRTA	July – Jun	Progress reports and invoices
Task 2	Outreach and Public Engagement			
2.1	Public engagement plan including stakeholder identification and segmentation	SRTA, Consultant	July – Jun	Public engagement plan
2.2	Initial stakeholder engagement	SRTA, Consultant	July – Jun	Initial stakeholders feedback
2.3	Participatory initiatives	SRTA, Consultant	July – Jun	Better coordination
Task 3	Data Collection			

3.1	Gather required land use, mobility, health, and accident data.	Consultant	July – Jun	Required data and data sources
3.2	Develop a framework for data collection and uploading.	Consultant	July – Jun	A framework for data collection
Task 4 Data Updating and Integration				
4.1	Update and integrate land use, travel, health, accident, and greenhouse gas prediction models	Consultant	July – Jun	An updated and integrated model
Task 5 Platform Development				
5.1	Develop scenario toolkit.	Consultant	July – Jun	A scenario toolkit
5.2	Develop a toolkit to query, analyze, and download data.	Consultant	July – Jun	A toolkit to query, analyze, and download data
5.3	Develop a dashboard to present data, maps, figures, and reports.	Consultant	July – Jun	A dashboard to present data, maps, figures, and reports
Task 6 Advisory Committee Meetings				
6.1	Consult the TAC at different stages that include but are not limited to identifying the required data, needs, and priorities, integrating and updating the required models, technical tests, and final version evaluation.	SRTA, Consultant	July – Jun	Technical support
Task 7 Board Review / Approval				
7.1	Involve SRTA board members in the development of the dashboard.	SRTA	July – Jun	Board feedback

Future / Ongoing Work

Ongoing and upcoming activities include project administration, outreach and public engagement, data collection, data updating and integration, dashboard development, documentation and training, advisory committee coordination, and board approval processes. Dashboard expected to be complete September 2026.

706.02 – PUBLIC TRANSPORTATION PLANNING AND COORDINATION

Objective

Meet transit planning mandates required by law; ensure public transportation is community-responsive in a dynamic and changing service environment; and make progress toward RTP goals by continually improving public transportation service, efficiency, and performance.

WORK ELEMENT 706.02 – Public Transportation Planning & Coordination

Total Budget: \$ 154,054

Estimated Expenditures and Anticipated Revenues

Staff Allocations & Funding Requirements	FY 2025/26								
	Expenditures		Revenue by Fund Source (\$)						
	Direct	Indirect	FHWA PL	Toll Credits*	FHWA PL Total	FTA 5303	Toll Credits*	FTA 5303	LTF
SRTA									
Personnel	\$ 51,702	\$ 100,711	\$ 878	\$ 114	\$ 992	\$ 84,863	\$ 10,995	\$ 95,858	\$ 55,563
Services & Supplies	\$ 400		\$ 349	\$ 45	\$ 394	\$ 5	\$ 1	\$ 6	\$ -
Human Resources	\$ 1,241		\$ 7	\$ 1	\$ 8	\$ 691	\$ 90	\$ 780	\$ 452
TOTAL:	\$ 53,343	\$ 100,711	\$ 1,234	\$ 160	\$ 1,394	\$ 85,559	\$ 11,085	\$ 96,645	\$ 56,015

*Toll Credits are shown for matching purposes only and are not considered revenue

Discussion

SRTA supports the coordination of services among the region's various public transportation providers. SRTA also promotes the effective communication of these services to the public. The Coordinated Human Services Transportation Plan is a federally mandated plan that prioritizes transportation services for funding and implementation, with an emphasis on transportation needs of persons with disabilities, older adults, and individuals of limited means. This plan is updated every five years. These efforts are closely related is WE 708.03 (Transportation Development Act Administration), which includes the annual unmet transit needs assessment and leading the Social Services Transportation Advisory Committee (SSTAC).

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Properly designed and implemented public transportation services result in increased mode split, thereby reducing VMT and increasing system performance measures for the vehicle network. Increased public transportation usage also reduce criteria pollutants in support of National Ambient Air Quality Standards and reduces transportation sector greenhouse gas emissions in support of CARB-assigned regional greenhouse gas emission reduction targets.

Prior Fiscal Year Work

Provided technical assistance to Federal Transit Administration (FTA) grant applicants and state transit and zero emission bus and infrastructure programs. Tracked Greenhouse Gas Reduction Fund transit programs. Analyzed and reviewed public transportation performance. Evaluated discretionary funding programs needed to fill transit funding gaps in the region, including FTA programs, California State of Good Repair, and other prospective state and federal funding sources. Provided oversight, reporting and project administration of State of Good Repair (SGR), Low Carbon Transit Operations Program (LCTOP) and other state and federal public transit funding programs. Other transit coordination includes regular participation in North State Super Region (NSSR) Transit Working Group meetings to discuss both regional and intercity transit needs, and continuously soliciting input from the public and other stakeholders. Specialty bus service administration, e.g., Beach Bus and ShastaConnect. Coordination of bus services locally and regionally. Attendance at RABA board meetings.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Transit Coordination			
1.1	Communication and coordination with intercity public transportation providers and providers operating in surrounding region as needed.	SRTA	Jul – Jun	Meeting agendas
1.2	Participate in interagency meetings and workshops that support public transit planning, including: CalACT, CTA, transit board meetings, and/or similar such meetings.	SRTA	July – June	Meeting agendas
1.3	Evaluate discretionary funding programs needed to fill transit funding gaps in the region, including FTA, including Section 5311(c), 5311(f), and 5339(c), California State of Good Repair, Low Carbon Transit Operations Program, and other prospective state and federal funding sources.	SRTA	July – June	Better understanding of funding programs
Task 2	Public Transportation Data and Analysis			

2.1	Collect and review transit performance data.	SRTA	July – June	Web link to staff reports and attachments
2.2	Formulate and provide recommendations towards enhancing near-term transit performance and/or efficiencies.	SRTA	July – June	Web link to staff reports and attachments
2.3	Collect, audit, and report progress toward recommendations and performance targets at year's end.	SRTA	July – June	Web link to staff reports and attachments
Task 3	FTA and State Grants Technical Assistance and Management			
3.1	Work with local agencies and organizations on developing projects and applying for FTA and state grants, both regionally apportioned and competitive.	SRTA	July – June	Web link to staff reports and attachments
3.2	Administer FTA and state grants	SRTA	July – June	Web link to staff reports and attachments

Future / Ongoing Work

All of the above is ongoing work.

Objective

To advance priority projects in coordination with Caltrans and ensure the safety, preservation, and performance of the regional network for people and goods.

WORK ELEMENT 707.01 – Corridor Studies & Project Review			
Total Budget: \$ 14,486			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	FY 2025/26		
	Expenditures		Revenue by Fund Source (\$)
SRTA	Direct	Indirect	LTF
Personnel	\$ 4,807	\$ 9,363	\$ 14,170
Services & Supplies	\$ 200		\$ 200
Human Resources	\$ 115		\$ 115
TOTAL:	\$ 5,122	\$ 9,363	\$ 14,486

*Toll Credits are shown for matching purposes only and are not considered revenue

Discussion

SRTA works with Caltrans staff in project development and construction, particularly where SRTA is a funding partner. SRTA also reviews and comments on land use and transportation projects with regard to impacts to the performance of the regional transportation network and consistency with the regional transportation plan. This element provides funds for the RTPA to conduct special studies for selected corridors, road segments, and key locations to evaluate safety concerns, prepare project alternatives, and then to prepare cost estimates and devise appropriate actions to resolve issues (23 CFR 450.318). In a typical year, SRTA reviews approximately three environmental impact reports (EIRs), two project study reports (PSRs) and one to two Caltrans corridor plans. SRTA also coordinates with Caltrans on operational issues and closures related to weather, natural disaster, and collisions. During major road closures, SRTA works with Caltrans to examine alternatives and provide information to member agencies.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

By advancing priority projects in coordination with Caltrans, the region helps to ensure the safety, maintenance, and system performance of the regional network for people and goods.

Prior Fiscal Year Work

Coordinated with regional partners in the development of the Fix 5 Cascade Gateway Project, the SR 273 Comprehensive Multimodal Corridor Plan, the Pit River Bridge replacement project effort, and other regional corridor priority meetings to discuss future needs and focus for funding.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Analysis of Project Study Reports			
1.1	Communicate and coordinate with Caltrans and affected jurisdictions in the early consultation and review of project study reports and other scoping documents as they relate to funding, programming, and the RTP/SCS.	SRTA	July – June	Enhanced coordination with regions and state
1.2	In coordination with Caltrans, develop responses to road closures and extreme climate related events, and to provide information during events.	SRTA	July – June	Regional representation
Task 2	Review and Analysis of Local Agency Projects of Regional Significance			
2.1	Review local projects, determine impacts, and assess consistency with the Regional Transportation Plan and Sustainable Communities Strategy.	SRTA	July – June	Improved coordination and consistency
2.2	Review development projects and make determination as to whether project is consistent with the adopted Sustainable Communities Strategy (SCS) for CEQA streamlining purposes.	SRTA	July – June	Comment letters when review requested

Future / Ongoing Work

All of the above work is ongoing.

707.03 – ALTERNATIVE FUELS VEHICLE PLANNING

Objective

FHWA has established and continues to develop a national network of alternative fueling and charging infrastructure along national highway system corridors for the movement of people and goods. Interstate 5 and SR 299 through the Shasta Region are important north-south and east-west corridors on this network. This work element supports the development of this network in the Shasta Region through planning of alternative fuels infrastructure in the region to reduce criteria air pollutants (ozone, CO, PM 2.5 and PM10) in coordination with local, regional, state, and federal partners. A collateral benefit is the reduction of greenhouse gas (GHG) emissions, which is a state objective.

WORK ELEMENT 707.03 – Alternative Fuels Vehicle Planning

Total Budget: \$ 8,380

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26					
	Expenditures		Revenue by Fund Source (\$)			
SRTA	Direct	Indirect	FHWA PL	Toll Credits*	Total FHWA PL	LTF
Personnel	\$ 2,568	\$ 5,001	\$ 5,269	\$ 683	\$ 5,951	\$ 1,618
Services & Supplies	\$ 750		\$ 664	\$ 86	\$ 750	
Human Resources	\$ 62		\$ -	\$ 6	\$ 48	\$ 13
TOTAL:	\$ 3,379	\$ 5,001	\$ 5,933	\$ 774	\$ 6,750	\$ 1,631

*Toll Credits are shown for matching purposes only and are not considered revenue

Discussion

Metropolitan planning for the region should minimize transportation-related fuel consumption and air pollution (23 CFR 450.300). The latest generation of plug-in electric vehicles (PEVs) entering into the national, state, and regional vehicle fleet markets help reduce air pollutants and GHG emissions. According to the California Energy Commission, Zero Emission Vehicles (ZEV) represented over 10% of the Shasta Region's light-duty auto sales in 2024, and the 75% of those sold were battery electric vehicles (BEV). Initial adoption of ZEVs increased exponentially by "early adopters" while recent years has seen a slower increase in ZEV purchases. Ongoing, coordinated planning with local, regional, state, and federal partners is necessary to identify current and future infrastructure needs as more ZEVs enter the regional market and to support economic vitality of the region. Regional corridors designated as part of the national Alternative Fuel Corridors network, include Interstate 5 (I-5) and State Route 299 (SR 299). Updated regional efforts related to alternative fuels vehicle planning will be included in the next Regional Transportation Plan update.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Alternative fuel vehicles are an effective strategy for protecting and maintaining good air quality—a core MPO function for non-attainment regions, but still relevant for the Shasta Region. Replacing conventional automobiles with electric and hydrogen vehicles should help reduce federal Criteria Air Pollutants, including ozone, PM 2.5 and 10, and carbon monoxide. Although not a federal requirement, a co-benefit is the reduction of greenhouse gas emissions.

Prior Fiscal Year Work

Hydrogen fuel planning with ARCH2ES. Communication and coordination with North State Super Region and various public and private sector stakeholders regarding the planning and funding for alternative fuels vehicle planning. Support data to the Redding Area Bus Authority (RABA) related to zero-emission vehicles for public transportation.

FY 2025/26 Work

A modest number of staff hours has been allocated to this work element to allow for coordination with partners on regional and state efforts to expand fueling infrastructure and to evaluate grant funding opportunities as they arise (ongoing). SRTA will provide letters of support as appropriate for projects in the region (ongoing). SRTA will also participate in FHWA-sponsored events for corridor nominations, as well as in the North State EV Infrastructure Workgroup (estimated 4 meetings per year). Technical memos related to Shasta Regional Hydrogen Hub Study as requested. Additional tangible deliverables include meeting dates, agendas, and notes (ongoing).

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Participate in Discussions and Support Deployment of Alternative Fuels Infrastructure			
1.1	Evaluate opportunities to support the deployment of electric and hydrogen fueling infrastructure within the Shasta Region and along interregional corridors, focusing on benefits to public transportation, freight operations, and the traveling public.	SRTA	July – June	Awareness of upcoming opportunities
1.2	Participate in monthly North State Super Region ZEV Workgroup meetings to discuss coordinated planning and provide project letters of support.	SRTA	July – June	Better coordination
1.3	Participate in statewide and/or regional planning discussions, workshops, or meetings related	SRTA	July – June	Better

	to zero-emission vehicle planning efforts and provide input. Track alternative fuels data and incorporate it into planning activities.			coordination; letters; meeting minute
Task 2	Shasta Regional Hydrogen Hub Efforts			
2.1	Maintain communication consortium of interested parties. As needed, conduct meetings, prepare presentations, and take meeting notes. Provide input on local or North State efforts related to hydrogen project implementation including ARCHES hydrogen-hub activities.	SRTA, Consultant	July – June	Better coordination

Future / Ongoing Work

All tasks are ongoing work.

707.04 – GOODS AND FREIGHT COORDINATION AND PLANNING

Objective

To develop freight projects in consultation with stakeholders that serve to remove transportation-related barriers to new and expanded industry. To utilize regional transportation planning, policy, and investments to support the economic vitality of the region through enhanced market competitiveness, productivity, efficiency, and goods and freight movement. This is to be accomplished through: 1) more efficient transportation of goods in/out of the region; 2) supporting the development of low trip generating industries; and 3) increased local production and consumption of goods, including the utilization and processing of industrial inputs from within the North State.

WORK ELEMENT 707.04 – Goods & Freight Coordination and Planning			
Total Budget: \$69,174			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	FY 2025/26		
	Expenditures		Revenue by Fund Source (\$)
SRTA	Direct	Indirect	LTF
Personnel	\$ 23,209	\$ 45,208	\$ 68,417
Services & Supplies	\$ 200		\$ 200
Human Resources	\$ 557		\$ 557
TOTAL:	\$ 23,966	\$ 45,208	\$ 69,174

*Toll Credits are shown for matching purposes only and are not considered revenue

Discussion

Goods and freight movement supports economic activity and prosperity at the local, regional, state, and national level. The movement of freight also carries with it adverse impacts to air quality, the environment, and social equity. Consultation and planning with private sector industry stakeholders have highlighted some transportation-related inefficiencies (e.g., partial loads, deadheading, lack of coordination, etc.) that may be suppressing increased economic activity, however, no near-term gaps or deficiencies in the freight network have been identified for regional consideration. Longer term, SRTA will continue to evaluate the appropriateness of supporting regional efforts to develop freight hubs to support linkages between truck freight and intermodal freight rail facilities. SRTA will also continue to reach out to freight stakeholders as part of the RTP process and evaluate emerging needs. Ongoing efforts to increase freight safety and efficiency will be explored.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

In consultation with private sector industry, economic development organizations, and other freight stakeholders, this work element identifies goods and freight related projects for technical evaluation and inclusion the RTP as appropriate.

Prior Fiscal Year Work

Staff participated in periodic California Freight Advisory Committee (CFAC) meetings. Performed consultation with California Trucking Association to identify needs and potential solutions on I-5.

FY 2025/26 Work

Task 1	Freight Coordination and Planning	Responsible Entities	Schedule	Deliverable or Outcome
1.1	Participate in interagency meetings and workshops that support freight and goods movement planning, including: California Freight Advisory Committee, Sustainable Freight Action Plan, and/or similar meetings.	SRTA	July – June	Enhanced coordination with regions and state
1.2	Review, participate and comment on federal or state policies, laws, programs, funding, and priorities related to freight and goods movement, including the national primary freight network, and state and regional freight corridors.	SRTA	July – June	Regional representation

Future / Ongoing Work

All of the above work is ongoing.

707.11 – PIT RIVER TRIBE LONG-RANGE TRANSPORTATION PLAN UPDATE

Objective

Support the Pit River Tribe in their effort to review the existing transportation system and identify those elements that are important to the Tribe. Identify the public roads within the Road Inventory Field Data System (RIFDS) within Tribal jurisdiction. Conduct field studies and collect data to assess Tribal transportation needs. Engage Tribal members, Caltrans, and other local, regional, and federal agencies in the planning process for public input. Perform transportation engineering and planning evaluations to identify existing and future needs of the roadway network as well as other multimodal transportation. Develop a plan for improvements to the overall transportation system that are necessary to meet the existing and future transportation needs within the study area. Identify needed transportation system improvement projects, establish Tribal priorities, and determine a reasonable implementation time frame. Establish a continuous planning process for transportation systems on Tribal lands.

WORK ELEMENT 707.11 – Pit River Tribe Long-Range Transportation Plan Update					
Total Budget: \$ 25,320					
Estimated Expenditures and Anticipated Revenues					
Staff Allocations and Funding Requirements	FY 2025/26				
	Expenditures		Revenue by Fund Source (\$)		
	Direct	Indirect	Caltrans Sustainable Transportation Planning Grant	Pit River Tribe Local Cash Match	LTF (SRTA is not charging the grant for admin staff time)
SRTA					
Personnel	\$ -	\$ -			\$ -
Services & Supplies					
Human Resources					
Pit River Tribe Tiered Local Cash Match	\$ 2,909	No indirect per grant agreement		\$ 2,909	
Consultant - Carlson & Associates	\$ 22,411		\$ 22,411		
TOTAL:	\$ 25,320	\$ -	\$ 22,411	\$ 2,909	\$ -
<i>Note: Match requirement noted here for RFR purposes only (not included in budget)</i>					

Discussion

This work element was created to enable the Pit River Tribe to receive state grant funds. SRTA is providing in-kind grant administration, including review and processing of invoices for reimbursement. Reasonable technical support may also be provided upon request.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

The PRT LRTP will support intergovernmental planning and coordination—a core activity required of MPOs.

Prior Fiscal Year Work

Consultant has been selected, grant fund extension granted, and a notice to proceed has been issued to the Tribe. Work began Q1 CY2025.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 01	Project Administration			
0.1	The Tribe will conduct an initiation meeting with Caltrans district staff to discuss grant procedures and project expectations, including invoicing, quarterly progress reports, along with relevant project information.	Pit River Tribe w/ SRTA support	July – Feb	Meeting agenda
0.2	The Tribe will submit quarterly project reports and fiscal reports to Caltrans district staff to provide a summary of project progress and grant/local match expenditures.	Pit River Tribe	July – Feb	Quarterly project reports
0.3	The Tribe will submit complete invoice packages to Caltrans district staff (at least quarterly, but no more frequently than monthly).	Pit River Tribe	July – Feb	Invoice packages
Task 02	Consultant Procurement			
0.1	The Tribe will prepare a Request for Proposals (RFP) to solicit a consultant team to develop the Tribal LRTP. The procurement process will be consistent with the standards and procedures established by Caltrans for these projects. The RFP will be distributed to qualified organizations.	Pit River Tribe	July – Feb	RFP
0.2	The Tribe will conduct a review of the proposals received. The Tribe will make the final approval of the selected consultant and execute signed contracts.	Pit River Tribe	July – Feb	Contract
0.3	The Tribe will conduct an initiation meeting with the selected consultant to discuss project expectations, including invoicing, expected deliverables, and other relevant project information.	Pit River Tribe	July – Feb	Meeting agenda

Caltrans district staff will be invited to participate.				
Task 1	Advisory Group			
1.1	The Tribe will designate a staff member for project oversight and operations. Recurrent project team meetings will be held to ensure good communication and orderly progress on all upcoming tasks. Consultants will be included in meetings after they are selected. Caltrans district staff will be invited to participate in project team meetings.	Pit River Tribe	July – Feb	Meeting agenda, notes
1.2	The Tribe will convene an advisory group for project guidance and meet at least three times throughout the course of the project. Participants will include members from the Tribal Council, staff from local and regional agencies, and other stakeholders that reflect community perspectives. Caltrans district staff will be invited to participate. The advisory group will identify key stakeholders to engage, important sensitivities to consider, and pertinent background information regarding the conditions, history, and needs of the community. The Advisory Group will determine strategies for engaging all segments of the community and maximizing participation at public events.	Pit River Tribe	July – Feb	Meeting agenda, notes
Task 2	Existing Conditions			
2.1	The selected consultant will work with the Tribe, appropriate agencies, and other sources to compile and organize available information on existing conditions for the project area to be used to guide preparation of the Tribal LRTP. This information may include but is not limited to: Tribal background; existing roadway inventory (data provided by Tribe) within the Tribal Transportation Program (TTP); other travel modes such as transit, pedestrian, and bike facilities; traffic data; crash data; existing and planned land uses both on Tribal lands and within surrounding areas. The consultant will then prepare an existing conditions report for use at meetings and public events.	Pit River Tribe	July – Feb	Technical memo
Task 3	Public Outreach			
3.1	The Tribe, in coordination with the advisory group and consultant, will prepare an outreach plan to inform the community about the project and upcoming community events. The Tribe will distribute materials publicizing events to maximize participation and positive input. Due to the current COVID-19 environment, these activities are envisioned to be held virtually at accessible times until further notice. Should conditions improve, in-person events may be held with appropriate social distancing measures. The Tribe will arrange facilities and food (in accord with grant guidelines for eligible snack and refreshment expenses) for all in-person events.	Pit River Tribe, consultant	July – Feb	Outreach plan
3.2	The Tribe, in coordination with the advisory group and consultant, will prepare a community survey to assess Tribal members' priorities regarding transportation needs such as maintenance/repair of existing roads, improved traffic safety, upgraded bike facilities, expanded transit services, sidewalk construction/repair, etc. The survey will be distributed online and in appropriate community forums to maximize public involvement.	Pit River Tribe, consultant	July – Feb	Survey
3.3	The consultant, in coordination with the Tribe and advisory group, will prepare the Community Workshop #1 PowerPoint presentation to introduce concepts and objectives of the Tribal LRTP. It will review the findings of the existing conditions report and community survey results. Based on these findings, this workshop will introduce priority transportation improvement projects. Tribal members, Caltrans district staff, and identified stakeholders will be invited to participate and provide feedback.	Pit River Tribe, consultant	July – Feb	PowerPoint, potential projects
3.4	The consultant, in coordination with the Tribe and advisory group, will prepare the Community Workshop #2 PowerPoint presentation to present the draft outline for the Tribal LRTP to be prepared in Task 4.1. Tribal members, Caltrans district staff, and identified stakeholders will be invited to participate and provide feedback. The provided comments will be considered in preparation of the draft Tribal LRTP in Task 4.2.	Pit River Tribe, consultant	July – Feb	PowerPoint, summary of feedback
3.5	The consultant, in coordination with the Tribe and advisory group, will prepare the Community Workshop #3 PowerPoint presentation to present the draft Tribal LRTP to be prepared in Task 4.2. Tribal members, Caltrans district staff, and identified stakeholders will be invited to participate and provide feedback. The provided comments will be considered in preparation of the final draft Tribal LRTP in Task 4.3.	Pit River Tribe, consultant	July – Feb	PowerPoint, summary of feedback
Task 4	Draft and Final Plan			
4.1	The consultant will review community input from Community Workshop #1 in Task 3.3. Based on the existing conditions report and the received feedback, the consultant will develop a draft outline for the Tribal LRTP with a list of priority transportation improvement projects for the Tribe. The draft outline for the Tribal LRTP will be submitted for review by the appropriate members of the project team, Caltrans staff, and advisory group before being presented in Community Workshop #2 in Task 3.4.	Consultant	July – Feb	Draft outline
4.2	The consultant will prepare any analysis necessary to determine the potential impacts of the priority transportation improvement projects identified in the draft outline of the Tribal LRTP. The consultant will prepare a draft Tribal LRTP based on the analysis results and community input from Community Workshop #2 in Task 3.4 detailing their analysis, findings, and conclusions. The consultant will review and identify potential funding sources for future implementation of the priority project list. The draft LRTP will be suitably documented with appropriate text, tabular, graphic, and appendix materials. The draft Tribal LRTP will be submitted for review by the appropriate members of the project team, Caltrans staff, and advisory group before being presented in Community Workshop #3 in Task 3.5.	Consultant	July – Feb	Draft Tribal LRTP
4.3	The consultant, in coordination with the Tribe and advisory group, will prepare a final draft Tribal LRTP based on the community input from Community Workshop #3 in Task 3.5 and resolve any remaining issues. The final draft LRTP will be suitably documented with appropriate text, tabular, graphic, and appendix materials. The consultant will circulate the final draft LRTP to the project team, Caltrans staff, and the advisory group for feedback.	Pit River Tribe, Consultant	July – Feb	Additional draft Tribal LRTP
4.4	The consultant will make final revisions to the document based on project team, Caltrans staff, and advisory group input. Based on the project findings, the final LRTP will provide recommendations for	Pit River Tribe,	July – Feb	Final LRTP

implementation of the Tribal LRTP, including submittal to the Pit River Tribal Council, submittal to the BIA, and developing a Tribal Transportation Improvement Program (TTIP) for the priority transportation improvement projects. The final LRTP will be suitably documented with appropriate text, tabular, graphic, and appendix materials. The project team will submit both hard copies and electronic copies of the final document to Caltrans, and credit Caltrans for its financial contribution on the cover of the report.

Consultant

Future / Ongoing Work

No future or ongoing work expected.

707.12 – REGIONAL EARLY ACTION PLANNING (REAP 2.0)

Objective

Fund transformative planning and implementation activities that meet California and regional housing goals, state equity goals, reduce vehicle miles traveled (VMT) per capita, and advance implementation of SRTA's Sustainable Communities Strategy (SCS) component of the Regional Transportation Plan (RTP).

WORK ELEMENT 707.12 – Regional Early Action Planning (REAP 2.0)			
Total Budget: \$ 9,422			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	FY 2025/26		
	Expenditures		Revenue by Fund Source (\$)
SRTA	Direct	Indirect	REAP 2.0 Funds
Personnel	\$ 3,036	\$ 5,913	\$ 8,949
Services & Supplies	\$ 400		\$ 400
Human Resources	\$ 73		\$ 73
			\$ -
TOTAL:	\$ 3,508	\$ 5,913	\$ 9,422
Applicant Projects	FY 2025/26		
	Expenditures		Revenue by Fund Source (\$)
			REAP 2.0 Funds
City of Redding/Emergent 3D	Scheduled 7/1/2022 - 06/30/2026		
Total Proposed Use	\$ 8,170,738		
Sub-Recipient	\$ 1,112,201		\$ 1,112,201
SRTA Project Admin	\$ 54,000		\$ 54,000
SRTA Project Outreach	\$ 4,537		\$ 4,537
City of Shasta Lake	Scheduled 7/1/2022 - 06/30/2026		
Total Proposed Use	\$ 1,106,176		
Sub-Recipient	\$ 894,118		\$ 894,118
SRTA Project Admin	\$ 43,000		\$ 43,000
SRTA Project Outreach	\$ 4,059		\$ 4,059
TOTAL:	\$ 11,388,829		\$ 2,111,914

Discussion

This work element is funded by the California Department of Housing and Community Development (HCD). The funds are being directly allocated to the state's metropolitan planning organizations (MPOs). SRTA requested funds by submitting an application of eligible projects. SRTA may submit projects to manage or suballocate funds to projects that will be managed by eligible entities. Entities eligible for the purpose of suballocation include counties, cities, cities and counties, transit agencies or districts, county transportation agencies, Tribal Entities, community-based organizations, Public Housing Authorities, academic institutions, developers of affordable housing, or a regional Housing Trust Fund. This effort will be helpful to have more Housing options and affordability in mixed-use neighborhoods with different transportation options like walking, cycling, and transit.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Results of this effort will implement the Sustainable Communities Strategy of the RTP, accomplish the goals of the state rail plan, the state intercity bus study, state housing goals, and may lead to projects that support achievement of federal performance measures (PM1, PM2, and PM3).

Prior Fiscal Year Work

Contract management, fiscal accounting, and reporting. Collaboration with HCD and subrecipients to handle budget adjustments and associated changes. Submittal of updated applications based on final FY 2025/26 state budgets. Public outreach for projects as they progress.

FY 2025/26 Work

Task 1	Project Administration	Responsible Entities	Schedule	Deliverable or Outcome
1.1	Contract management, fiscal accounting, and reporting	SRTA	July– June	Progress reports and invoices
1.2	Collaborate with HCD and the sub-recipients to handle the necessary adjustments in the budget, scope, and outputs	SRTA	July – June	Better coordination
1.3	Collaborate with regional partners to explore future housing and transportation needs and	SRTA,	July – June	Awareness of upcoming

Future / Ongoing Work

Contract management, fiscal accounting, and reporting

708.03 – TRANSPORTATION DEVELOPMENT ACT MANAGEMENT

Objective

To administer the allocation of funds from the Local Transportation Fund (LTF) and State Transit Assistance (STA) to member entities. To provide a forum for input on public transit service and its connections. To administer the annual Unmet Transit Needs Process required under TDA to be able to use LTF for local streets and roads.

WORK ELEMENT 708.03 – Transportation Development Act Management			
Total Budget: \$ 149,041			
Estimated Expenditures and Anticipated Revenues			
Staff Allocations and Funding Requirements	FY 2025/26		
	Expenditures		Revenue by Fund Source (\$)
SRTA	Direct	Indirect	LTF
Personnel	\$ 29,120	\$56,723	\$ 85,842
Services & Supplies	\$ 500		\$ 500
Human Resources	\$ 699		\$ 699
Consultant Services (CPA/Financial Statements)	\$ 35,000		\$ 35,000
Consultant Services (Financial Audit)	\$ 27,000		\$ 27,000
TOTAL:	\$ 92,319	\$56,723	\$ 149,041

Discussion

SRTA is the designated recipient and responsible administrator of TDA funds. LTF and STA help fund transit, bicycle and pedestrian, and road projects. TDA funds may only be used for streets and roads purposes only after all unmet transit needs that are reasonable to meet have been addressed. SRTA distributes funds to local claimants and ensures that fiscal audits and other requirements are performed in accordance with state law.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

TDA funds are generated locally and administered by the state of California. As a recipient of TDA funds, the following tasks are required to ensure the appropriate, effective, and efficient use of TDA funds.

Prior Fiscal Year Work

Transit needs assessment, unmet transit needs findings, TDA budget, and SSTAC meetings. Attendance at RABA board meetings.

FY 2025/26 Work

Task 1	TDA Administration	Responsible Entities	Schedule	Deliverable or Outcome
1.1	Prepare LTF and STA Findings of Apportionment	SRTA	Feb	Web link to staff reports and attachments
1.2	Review LTF and STA claims submitted by claimants, including associated technical assistance needed for adequate and proper reporting	SRTA	May – Jun	Staff report
1.3	Review statutes, rules, and regulations, and pending legislation pertinent to transit and transit funding.	SRTA	Ongoing	Conformance with state/federal statutes, rules, and regulations
1.4	Organize and support Social Services Transportation Advisory Council (SSTAC).	SRTA	July – Jun	SSTAC agendas, notes
1.5	Prepare audits as required under the TDA.	SRTA	Sept – Oct	Staff reports and audit documents
1.6	Engage independent auditor.	SRTA	Sept – Oct	RFP and contract
1.7	Prepare claims for Board of Directors approval.	SRTA	Jun	Staff report and attachments
1.8	Claim scheduling and payment.	SRTA	Jun	Payment instructions to County Treasurer
1.9	Perform TDA fund accounting.	SRTA	Monthly	Quarterly account reconciliation
Task 2	Annual Transit Needs Assessment			
2.1	Review prior year Transit Needs Assessment; solicit public input (comments, surveys, interviews, etc.); collect transit data and reports, perform farebox analysis, and conduct CTSA performance analysis; prepare data for inclusion in draft document, update tables, and information.	SRTA	Oct – April	Web link to staff reports and attachments
2.2	Receive, review, and summarize data from transit providers for the Transit Needs Assessment, including but not limited to: ridership information; service hours and route information; productivity improvements; and public/rider feedback received. Conduct transit scenario planning utilizing data collected and public input. Evaluate potential performance of scenarios. Identify any scenarios that may be reasonable.	SRTA	Oct – April	Website link to draft TNA

2.3	Provide draft document to transit operators, CTSA, and SSTAC for review; revise and prepare final draft for public comment and adoption.	SRTA	March-April	Email
2.4	Prepare staff report and presentation for SRTA Board of Directors/public hearing.	SRTA	April	Web link to staff reports and attachments
2.5	SSTAC to consider at their regularly scheduled March meeting to provide SSTAC recommendation on unmet transit needs.	SRTA	Mar	TNA Appendix
2.6	Present staff and SSTAC unmet transit needs recommendations, including resolution, to SRTA Board of Directors for approval.	SRTA	Apr	Web link to staff reports and attachments
2.7	Submit final document to Caltrans for acceptance.	SRTA	Jun	Submittal package

Future / Ongoing Work

All of the above work is ongoing.

708.04 – TRANSIT AND CTSA ADMINISTRATION

Objective

To support the cost-effective delivery of high-quality public transportation services.

WORK ELEMENT 708.04 – Transit and CTSA Administration

Total Budget: \$ 7,194

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26		
	Expenditures		Revenue by Fund Source (\$)
SRTA	Direct	Indirect	LTF
Personnel	\$ 2,387	\$ 4,650	\$ 7,037
Services & Supplies	\$ 100		\$ 100
Human Resources	\$ 57		\$ 57
TOTAL:	\$ 2,544	\$ 4,650	\$ 7,194

Discussion

SRTA is the designated recipient and responsible administrator of Transportation Development Act (TDA) funds. SRTA provides general oversight to ensure the most effective, efficient, and transparent use of TDA funds. The city of Redding performs Redding Area Bus Authority (RABA) administration. The county of Shasta contracts with RABA to provide Burney Express service.

SRTA administers Consolidated Transportation Services Agency (CTSA) transportation, while Dignity Health Connected Living (DHCL - formerly Shasta Senior Nutrition Program) provides CTSA transportation services under agreement with SRTA. SRTA issued a new CTSA service agreement July 2017 to DHCL for up to five years, and exercised the option to renew the agreement for another five years through 2027. SRTA is responsible for updating CTSA policies and procedures.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

TDA funds are generated locally and administered by the state of California. As a recipient of TDA funds, the following tasks are required to ensure the appropriate, effective, and efficient use of TDA funds.

Prior Fiscal Year Work

Provided funds to RABA for their administration of services. Provided oversight of funds provided to Dignity Health Connected Living (DHCL) for operation of the CTSA services, including review of monthly invoices. Worked with DHCL to develop budget. Extended SRTA/DHCL agreement for specialized transportation services. Weekly meetings with DHCL, with others included as needed.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	RABA Administration			
1.1	RABA administration, management, and operations.	City of Redding, Shasta County	July – June	Web link to staff reports and attachments
Task 2	CTSA Administration			
2.1	SRTA administration and oversight of specialized transit services, including monthly invoice review and approval.	SRTA	July – June	Web link to staff reports and attachments
2.2	Periodic coordination meetings with DHCL and RABA.	SRTA	As needed	Better coordination
2.3	Review and approve final budget for the next FY, as provided by DHCL.	SRTA	Feb. – June	Web link to staff reports and attachments

Future / Ongoing Work

All of the above work is ongoing.

801.01 – NORTH STATE SUPER REGION (NSSR)

Objective

To bolster the agency's influence on state and federal legislation, policy, and programs and other general activities potentially affecting the North State.

WORK ELEMENT 801.01 – North State Super Region (NSSR)

Total Budget: \$4,262

Estimated Expenditures and Anticipated Revenues

Staff Allocations and Funding Requirements	FY 2025/26			
	Expenditures		Revenue by Fund Source (\$)	
SRTA	Direct	Indirect	NSSR	LTF
Personnel	\$ 1,182	\$ 2,302	\$ 3,484	\$ -
Services & Supplies	\$ 750		\$ 750	\$ -
Human Resources	\$ 28		\$ 28	\$ -
TOTAL:	\$ 1,960	\$ 2,302	\$ 4,262	\$ -

**\$15,000 in membership dues invoiced in FY 2024/25*

Discussion

The NSSR is a voluntary coalition of regional transportation planning agencies (RTPAs) and metropolitan planning organizations (MPOs) representing the sixteen-county North State region. The NSSR was organized to advocate for policies and funding that would benefit the North State; encourage interagency coordination; and spread best practices through communication and information exchange.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

This work element is funded through member dues from NSSR partners and LTF.

Prior Fiscal Year Work

NSSR meetings held; NSSR intranet website maintained; commented on legislative and other issues of potential impact to the North State; and provided letters of support for regional projects. Invoiced contributing agencies of the NSSR.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	North State Super Region			
1.1	Attend and help facilitate NSSR meetings.	SRTA	July – June	Meeting notes, agendas
1.2	Maintain and update NSSR website as needed.	SRTA	July – June	Updated website

Future / Ongoing Work

All of the above work is ongoing.

Objective

SRTA is responsible for overseeing the administration of the SB 125 TIRCP/ZETCP funds. These duties include: distributing funds to eligible public agencies (passenger rail, urban rail transit, bus, ferry transit); managing capital and operating projects and partnering with eligible agencies; submitting an Initial Allocation Package, addressing deficits and improving ridership through 2025/26, project descriptions, and transit operator data; submitting a long-term financial plan by June 30, 2026, demonstrating ridership retention, recovery strategies, and a five-year operating funding forecast.

WORK ELEMENT 801.02 – SB 125 TIRCP/ZETCP Administration					
Total Budget: \$ 151,588					
Estimated Expenditures and Anticipated Revenues					
Staff Allocations and Funding Requirements	FY 2025/26				
	Expenditures		Revenue by Fund Source (\$)		
SRTA	Direct	Indirect	ZETCP PTA	TIRCP General	ZETCP GGRF
Personnel	\$ 25,648	\$ 49,960	\$ 75,608	\$ -	\$ -
Services & Supplies	\$ -		\$ -	\$ -	\$ -
Human Resources	\$ 616		\$ 616	\$ -	\$ -
Public Transit Ridership					
SRTA Staff Time	\$ 61,814			\$ 61,814	
Passenger Transit System					
SRTA Staff Time	\$ 13,550			\$ 13,550	
TOTAL:	\$ 101,628	\$ 49,960	\$ 76,224	\$ 75,364	\$ -

Discussion

SB 125 funds are distributed to regional transportation planning agencies (RTPAs), there is no specific deadline for expending the funds. Assembly Bill (AB) 102 and Senate Bill (SB) 125 adjusted the 2023 Budget Act to provide \$4 billion from the General Fund over two years to the TIRCP and \$910 million from Greenhouse Gas Reduction Fund (GGRF) funding along with \$190 million from Public Transportation Account (PTA) funding over four years for the ZETCP. TIRCP was established to fund essential capital improvements for California's intercity, commuter, and urban rail systems, as well as bus and ferry transit systems. ZETCP provides funding for projects related to zero-emission transit equipment, transit facilities, and network improvements. SRTA can also use TIRCP and ZETCP funds for transit operating expenses to prevent service cuts and boost ridership. SRTA is discussing project ideas with regional partners for use of the funds.

Alignment with Core MPO Requirements, Performance Measures, and Applicable State Grant Program Objectives

Result of this effort will implement the RTP, accomplish the goals of the TIRCP and ZETCP programs, and may lead to projects/services that support achievement of federal performance measures (PM1, PM2, and PM3).

Prior Fiscal Year Work

Updated initial allocation package. Coordinated meetings amongst regional and state partners as needed. Reviewed and commented on updated draft SB 125 guidelines. Prepared and submitted first annual report. Started conversations with partners on potential projects for consideration with unallocated funds.

FY 2025/26 Work

		Responsible Entities	Schedule	Deliverable or Outcome
Task 1	Administration and Reporting			
1.1	Distributing funds to eligible public agencies.	SRTA	July – June	Funded projects
1.2	Managing capital and operating projects and partnering with eligible agencies.	SRTA	July – June	Coordination of funding and projects
1.3	Submitting annual reports on project progress, ridership levels, expenses, and remaining funds.	SRTA	July – June	Annual report
Task 2	Short-Range Transit Capital Program			
2.1	Compile Information and update allocation package as required	SRTA	July – June	Short-term allocation

Future / Ongoing Work

- Distribute funds to eligible public agencies.
- Manage capital and operating projects and partnerships with eligible agencies.
- Submit annual reports on project progress, ridership levels, expenses, and remaining funds.

SB 125 Projects (Information Only)

802.01 – LOCAL AGENCY PLANNING PROJECTS – INFORMATIONAL

Discussion

This is an informational work element, requested to track transportation planning projects in the region.

Agency	Fund Source	Project Description	Total Budget	Federal Funds
City of Redding	Safe Streets for All – USDOT	This effort is to update the project list for the Local Road Safety Plan for the City of Redding, this effort will help with submitting grant for SS4A implementation and possibly update project list for the ATP plan.	\$300,000	\$240,000

BUDGET REVENUE SUMMARY (BRS)

Summary of Overall Work Program Funding Requirements																					Proposed for Board Approval 4/30/2026
Work Element	Description	FHWA PL	FHWA PL (CS)	State Toll Credits*	FHWA PL FY 2024/25 Carryover	FTA 5303	LTF	PPM	North State Super Region	SB1 Formula Funds	SHA Sustainable Communities Competitive FY 2021/22	RMRA Sustainable Communities Competitive FY 2024/25	Pit River Tribe* (info only)	SPR Grants FY 2021/22	FTA 5304 Sustainable Communities Competitive FY 2023/24	FTA 5304 Strategic Partnerships Transit FY 2021/22	Non Motorized Program	REAP 2.0	SB 125 ZETCP PTA	SB 125 TIRCP General	Total
		100.00%	100.00%	11.47%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	
701	SYSTEM PLANNING	Note: Federal funding shown below includes toll credits. The 'State Toll Credits' column is shown for information purposes only and is not double counted in the 'Total by Fund Source' column to the far right.																			
701.01	Regional Transportation Plan	\$ 415,611		\$ 48,187	\$ 4,500		\$ 429,257														\$ 849,368
701.03	Performance Measures	\$ 3,880		\$ 445			\$ 5,058														\$ 8,937
701.09	Air Quality	\$ 320		\$ 37			\$ 252														\$ 572
701.11	Regional Data	\$ 96,592		\$ 11,079			\$ 1,008														\$ 97,601
701.17	SCS Dev & Sup (FY23/24 SB1) (Reg. Transit Planning)						\$ 11,195			\$ 86,408											\$ 97,603
701.18	SCS Dev & Sup (FY24/25 & FY25/26 SB1) (Regional Freight Plan)						\$ 44,014			\$ 339,719											\$ 383,733
	Subtotal Work Element 701	\$ 516,402	\$ -	\$ 59,748	\$ 4,500	\$ -	\$ 490,785	\$ -	\$ -	\$ 426,127	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,437,814
702	WORK PROGRAM AND ADMINISTRATION																				
702.01	Transportation Improvement Programs (TIPS)	\$ 61,463		\$ 7,050				\$ 262,147													\$ 323,610
702.02	Overall Work Program	\$ 96,994		\$ 11,125			\$ 73,536														\$ 170,530
702.03	Grant Writing and Technical Assistance						\$ 6,843														\$ 6,843
	Subtotal Work Element 702	\$ 158,457	\$ -	\$ 18,175	\$ -	\$ -	\$ 80,379	\$ 262,147	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,983
703	NON-MOTORIZED PLANNING																				
703.01	Active Transportation Planning	\$ 31,998		\$ 3,670			\$ 74,462	\$ 26,908									\$ 10,000				\$ 143,368
703.01(CS)	Complete Streets - 2.5 %		\$ 21,224																		\$ 21,224
703.08	GoShasta Plan Update - NEW						\$ 41,106					\$ 317,000									\$ 358,106
	Subtotal Work Element 703	\$ 31,998	\$ 21,224	\$ 3,670	\$ -	\$ -	\$ 115,568	\$ 26,908	\$ -	\$ -	\$ -	\$ 317,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 522,698
704	PUBLIC AND INTER-AGENCY PARTICIPATION																				
704.01	Public Information & Participation	\$ 80,745		\$ 9,261	\$ -		\$ 30,559														\$ 111,304
	Subtotal Work Element 704	\$ 80,745	\$ -	\$ 9,261	\$ -	\$ -	\$ 30,559	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,304
705	PLANNING TOOLS																				
705.02	GIS Applications						\$ 35,920		\$ -												\$ 35,920
705.05	Travel Demand Model	\$ 31,999		\$ 3,670	\$ -		\$ 133,685														\$ 165,684
705.06	Shasta Regional Planning Dashboard						\$ 38,757	\$ 44,104							\$ 340,409						\$ 423,270
	Subtotal Work Element 705	\$ 31,999	\$ -	\$ 3,670	\$ -	\$ -	\$ 208,363	\$ 44,104	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340,409	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 624,874
706	PUBLIC TRANSPORTATION PLANNING																				
706.02	Public Transportation Planning and Coordination	\$ 1,394		\$ 11,245	\$ -	\$ 96,645	\$ 56,015		\$ -												\$ 154,054
	Subtotal Work Element 706	\$ 1,394	\$ -	\$ 11,245	\$ -	\$ 96,645	\$ 56,015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,054
707	SPECIAL PROJECTS																				
707.01	Corridor Studies & Project Review						\$ 14,486														\$ 14,486
707.03	Alternative Fuels Vehicle Planning	\$ 6,750		\$ 774			\$ 1,631														\$ 8,380
707.04	Goods & Freight Coordination and Planning						\$ 69,174														\$ 69,174
707.11	Pit River Tribe Long-Range Transportation Plan						\$ -				\$ 22,411		\$ 2,909								\$ 25,320
707.12	Regional Early Action Planning (REAP) 2.0																	\$ 9,422	\$ -	\$ -	\$ 9,422
	Total Work Element 707	\$ 6,750	\$ -	\$ 774	\$ -	\$ -	\$ 85,290	\$ -	\$ -	\$ -	\$ 22,411	\$ -	\$ 2,909	\$ -	\$ -	\$ -	\$ -	\$ 9,422	\$ -	\$ -	\$ 126,781
708	TRANSPORTATION DEVELOPMENT ACT																				
708.03	Transportation Development Act Management						\$ 149,041														\$ 149,041
708.04	Transit and CTSA Administration						\$ 7,194														\$ 7,194
	Subtotal Work Element 708	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,235	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,235
800	OTHER																				
801.01	North State Super Region						\$ -		\$ 4,262												\$ 4,262
801.02	SB 125 TIRCP/ZETCP Administration																		\$ 76,224	\$ 75,364	\$ 151,588
	Subtotal Work Element 800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,262	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 76,224	\$ 75,364	\$ 155,850
	Total of Budget by Fund Source	\$ 827,744	\$ 21,224	\$ 106,544	\$ 4,500	\$ 96,645	\$ 1,223,194	\$ 333,159	\$ 4,262	\$ 426,127	\$ 22,411	\$ 317,000	\$ 2,909	\$ -	\$ 340,409	\$ -	\$ 10,000	\$ 9,422	\$ 76,224	\$ 75,364	\$ 3,790,593
* Toll credits provided by the State of California are being utilized as a match for federal FHWA PL and FTA 5303 funds. The FHWA PL and FTA 5303 amounts shown in the Budget Revenue Summary Sheet represent 100% of the total federal																					

Document Pending

**APPENDIX B: FEDERAL FISCAL YEAR CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT
ADMINISTRATION ASSISTANCE PROGRAMS**

**Document
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APPENDIX E: CALTRANS DISTRICT 2 INFORMATIONAL ELEMENTS

SRTA and Caltrans District 2 share information and partner on a variety of transportation planning activities in the Shasta Region. Below are descriptions of the activities anticipated by Caltrans District 2 in Shasta County for FY 2025/26.

CALTRANS DISTRICT 2 OVERALL WORK PROGRAM MANAGEMENT

Objective

To fulfill the State's responsibility in carrying out the review, monitoring, and approval responsibility of Shasta Regional Transportation Agency (SRTA) Overall Work Program (OWP), in concert with Caltrans Headquarters Office of Regional and Community Planning (ORCP).

Description

Regulations and Statutes authorizing regional transportation planning are found primarily in Titles 23 and 49 of the United States Code (USC) and in section 65080 et seq., and 29532 et seq., of the California Government Code. Governing regulations are found in the Code of Federal Regulations (CFR) and the California Code Regulations.

Federal accounting and auditing requirements as per Titles 48 and 49 USC and CFR, and the Office of Management and Budget (OMB) and the Federal Transit Administration (FTA) Circulars and guidance. State accounting and auditing requirements per Government Code, the Public Utilities Code, the Public Contracts Code and the Health and Safety Code.

Previous and Ongoing Related Work

- Monitor development and progress of the OWP Planning activities.
- Administer FHWA PL, FTA section 5303, and California SB1 Formula funds.
- Coordinate with HQ and SRTA staff the needed changes to improve process and content in the Request for Reimbursement and Quarterly Progress Reporting submittals.
- Continue to consult and coordinate with HQ and FHWA/FTA the implementation of early consultation process with regards to SRTA's preparation for the next FY's OWP.
- Continue to communicate and coordinate with SRTA and HQ ORCP the resolutions to unresolved/reoccurring issues in previous OWPs.
- Assist Planning Managers in the administration of FHWA Strategic Partnership Grants under the Caltrans Sustainable Transportation Planning Grant Program.

Tasks

- Transmit to SRTA the Federal and State guidance for the development of annual OWP.
- Review all drafts of OWPs to ensure that they meet the needs of statewide programs and/or policies.
- Circulate Draft OWP with a comment transmittal memo to HQ ORCP District Liaison and other reviewers.
- Collect all draft OWP comments to include in a comprehensive letter to SRTA.
- Ensure all comments are included in the final OWP.
- Develop Caltrans District Work Elements for the regions planning activities.
- Review SRTA's quarterly reports for consistency and progress towards completion of their deliverables as noted in the OWP and submit to HQ ORCP District Liaison.
- Participate in OWP coordination and development meeting with FHWA, FTA and Caltrans HQ at SRTA's office building.
- Provide recommended approval letter, Draft and Final OWPs to HQ ORCP and FHWA/FTA by their respective dates.
- Approve and send all additional OWP documentation, i.e., Amendments, Certifications and Assurances to ORCP District Liaison.
- Review all RFRs to ensure expenditures are accurate, for eligible activities, for delivered products, and completed in accordance with work elements in the OWP and Federal and State requirements. Review, approve and submit to HQ ORCP SRTA Year End Packages.

Products	Estimated Completion
Caltrans Work Elements for OWP Annual Update	March/April
Progress reports on Caltrans OWP Activities	Quarterly
Reimbursement of CPG funds	Quarterly
Participation at policy level meetings	As needed
Amendment approval	As needed
Closeout Package for Discretionary funds	As needed

Estimated Cost by Funding Source	Estimated Person-Months and Costs
Not funded though the OWP process.	N/A

Objective

To strengthen the connections between the Department’s long-range planning efforts, regional planning and project selection process, and the District’s corridor plans, special studies, project initiation documents, and programming functions. To support a comprehensive project identification, selection, and programming process.

Description

Provide coordination between Caltrans Planning, Programming, Operations and Design, and Asset Management, as well as coordination of local, State, and federal programming [i.e., TIP/STIP – Interregional Transportation Improvement Program (ITIP) & State Highway Operations and Protection Program (SHOPP)], and planning documents [California Transportation Plan, Interregional Transportation Strategic Plan (ITSP), Regional Transportation Plan/Sustainable Communities Strategy, and Local Transportation Plans].

Previous and Ongoing Related Work

- Monitor and coordinate with Statewide Planning and Programming Initiatives (California Transportation Plan (CTP); CTC STIP guidelines and exercises.
- Monitor and coordinate with RTP and Sustainable Communities Strategies (SCS)
- Monitor 10-Year SHOPP Plan development and biennial STIP and SHOPP Cycles
- Manage and assist with Sustainable Communities/Strategic Partnership Planning Grants
- Review and approve amendments and scope changes to grant programs.

Tasks

- Coordination between Regional and System Planning Branch and Headquarters Division of Transportation Planning (DOTP) on new initiatives and draft legislation emanating from the federal, state, and regional levels.
- Monitor the newly enacted Federal Authorization – Infrastructure Investment and Jobs Act (IIJA)
- Implementation of Federal Initiatives (e.g. Carbon Reduction Program, PROTECT, Active Transportation Infrastructure Investments Program, etc.)
- Assist in implementation of Sustainable Communities/Strategic Partnership Grant programs.
- Provide technical assistance to regional and local partners regarding Sustainable Communities/Strategic Partnership Grant programs.

Estimated Cost by Funding Source	Estimated Person-Months and Costs
Not funded through the OWP process.	N/A

Objective

Ensure development-related to safety, maintenance, traffic operations and more that impact users of state transportation facilities are identified and mitigated to the maximum extent feasible; achieve Caltrans Strategic Management Plan goals of increasing non-auto mode transportation shares by increasing investment in our bicycle and pedestrian travel network, as well as rail and transit, leveraging new technologies to develop a more seamless multimodal system, and creating greater access for historically underserved communities. While we have made great strides to advance complete streets, we must continue to do our part to reduce the environmental impact of our system by reducing greenhouse gas emissions from our local development projects. The LDR program achieves these goals by reviewing and commenting on federal, state, and local environmental documents prepared pursuant to the National Environmental Policy Act and the California Environmental Quality Act (CEQA).

Description

Local Development Review is a mandated ongoing collaboration between public and private stakeholders associated with local development. Accordingly, LDR ensures that the local land use planning process results in a variety of transportation choices, especially transit, walking and bicycling. LDR professionals collaborate with stakeholders to achieve a shared vision in promoting sustainable land use development patterns that accommodate a sufficient housing supply near population and job centers. LDR professionals consult with local jurisdictions early and often to provide timely and technically accurate information and share analytical methodologies with stakeholders including local government decision makers.

Previous and Ongoing Related Work

LDR professionals coordinate review of environmental and technical documents for local development projects with a diverse array of experts from a variety of disciplines; comments are collected and analyzed and transmitted to Lead Agencies (LA's) as "CEQA Letters" that identify potential impacts to state facilities. LDR professionals advocate for mitigation in the form of traffic impact fees, Transportation Demand Management Programs, enhancing options for using transit and for bicycling and walking. LDR professionals liaise with LA's, developers, and consultants whenever possible, and review encroachment permits for compliance with CEQA and to ensure that agreed upon mitigation measures are implemented.

Tasks

- LDR professionals engage with stakeholders including Caltrans functional units, discipline experts, project proponents, LA's through strategic partnerships to implement the SB 743 focus on Vehicle Miles Traveled, address potential safety impacts from local development and actively pursue fair share mitigation fees with local partners (Meeting New Challenges through Teamwork)
- Through strategic partnerships with stakeholders including LA's, consultants, and project proponents, LDR professionals collaborate on traffic analysis through early consultation, including support for establishing multimodal and regional impact fees.
- Leverage LDR professional training to maximize opportunities to enhance bike, ped, ADA, transit, and Transportation Demand Management improvements through CEQA review of environmental documents; this supports Caltrans Strategic Management Plan targets of increasing active transportation (Sustainability, Livability & Economy).
- Utilize leadership by representing Caltrans on Technical Advisory Committees, develop strategic partnerships with LA's to collaborate on land use and transportation projects affecting Caltrans.
- Collaborate with Environmental Analysis, System Planning, Permits, Project Management, Right of Way and other functional units by providing project history and previous responses to LA's.
- Utilize Leadership in collaboration with our local partners to incorporate LA Conditions of Approval and Mitigation Monitoring Reports in CEQA records.
- Engage with Headquarters and the Office of Planning and Research for training, interpreting, and implementing SB 743-mandated changes to CEQA analysis.
- Pro-actively work with tribal governments to mitigate traffic impacts from proposed tribal projects (System Performance).

Products	Estimated Completion
Written comments to LA's on their proposed projects and environmental documents.	Ongoing
Documents on Tribal government-to-government Relations.	Ongoing

Estimated Cost by Funding Source	Estimated Person- Months and Costs
Not funded through the OWP process.	N/A

Objectives

To encourage alternative modes of transportation on the State Highway System and leverage the existing State Highway System to promote and enhance alternative transportation mode opportunities.

Description

The District Transit Representative seeks opportunities to increase mobility options within the State Highway System (SHS). This function assists the department in meeting goals with AB 32, SB 375, and SB 391 by promoting alternative transportation modes to decrease vehicle miles traveled and associated greenhouse gas emissions and increasing the efficiency of the SHS. Specifically, emphasis is placed on three areas: 1) leveraging the existing SHS to promote faster transit service, 2) promoting connectivity and integration of all rail systems, and 3) enhancing the existing District Mobility Hub program. Internally work with other functional units to ensure transit/rail/mobility hub accommodations are included in Caltrans plans and projects. The District Transit Representative also collaborates with the DOTP Office of Transit Planning and the Division on Research Innovation and System Information (DRISI) on statewide modal issues. Externally the DTR develops partnerships with other agencies to promote and enhance strategies that encourage alternative modes of transportation.

Tasks

- Coordinate with local agencies to improve the State Highway System to optimize alternative modes of transportation.
- Review Caltrans project development documents and ensure that alternative modes of transportation are considered and accommodated wherever feasible.
- Participate on DOTP working groups.
- Provide project management support for transit projects on State Highway System.
- Participate in Project Development Teams (PDTs) for projects with transit components.
- Comment on Caltrans projects for transit accommodations.
- Manage 5311 and 5311(f) Grants for transit capital and operating assistance.
- Work with DOTP staff collecting transit procurement forms, Disadvantaged Business Enterprise semi-annual reports, etc.
- Conduct compliance monitoring, including third party operating agreement and procurement reviews.
- Distribute DOTP policy and program announcements to local agencies.
- Provide technical assistance to local agencies.

Estimated Cost by Funding Source	Estimated Person- Months and Costs
Not funded through the OWP process.	N/A

APPENDIX F: LIST OF FREQUENTLY USED ACRONYMS

CalSTA – California State Transportation Agency. is the state cabinet-level agency focused solely on addressing the state's transportation agency. Created in 2013 as part of then-Governor Brown's government reorganization plan, the agency is home to the California Transportation Commission (CTC), Caltrans, the Office of Traffic Safety, and other entities related to transportation.

Caltrans – California Department of Transportation. is part of the state cabinet-level California State Transportation Agency (CalSTA). Caltrans mission is to improve mobility across the state. Caltrans manages the state highway system and is actively involved with public transportation systems throughout the state.

CHTP – Coordinated Public Transit - Human Services Transportation Plan. is a coordinated public-transit human-service transportation plan providing strategies for local needs. It prioritizes transportation services for funding and implementation, with an emphasis on the transportation needs of individuals with disabilities, older adults, and persons of limited means.

CPG – Consolidated Planning Grant. The Office of Regional Planning, located within Caltrans, is responsible (among other things) for administering CPG funds, which are federal funds distributed to the states on an apportionment method. These funds include FHWA Metropolitan Planning (FHWA PL) Funds, FTA Metropolitan Planning Section 5303 (FTA 5303) Funds, FHWA State Planning and Research (SPR) Part I - Strategic Partnerships Funds, and FTA State Planning and Research 5304 Sustainable Communities Grants Funds.

CTC – California Transportation Commission. The 13-member California Transportation Commission is responsible for programming and allocating funds for the construction of highway, passenger rail, transit, and active transportation improvements throughout California. The Commission also advises and assists the Secretary of the California State Transportation Agency and the Legislature in formulating and evaluating state policies and plans for California's transportation programs.

FHWA – Federal Highway Administration. One of the modal administrations of the U.S. Department of Transportation; among other things, responsible for the administration of FHWA planning funds program.

FTA – Federal Transit Administration. One of the modal administrations of the U.S. Department of Transportation. Provides funds for public transportation for the elderly and/or persons with disabilities. Provides financial aid for the planning and development of transit systems in both urbanized and non-urbanized areas.

FTIP – Federal Transportation Improvement Program. A four-year list of all transportation projects proposed for federal funding within the planning area of an MPO. It is developed as a requirement for funding.

GHG – Greenhouse gas. A gas that contributes to climate change by absorbing infrared radiation, e.g., carbon dioxide and chlorofluorocarbons.

GIS – Geographic Information System. A GIS is a computer system capable of capturing, storing, analyzing, and displaying geographically referenced information—that is, data identified according to location.

HPMS – Highway Performance Monitoring System. The HPMS is a national level highway information system that includes data on the extent, condition, performance, use, and operating characteristics of the nation's highways.

ITS – Intelligent Transportation Systems. refers to information and communication technology (applied to transportation infrastructure and vehicles) that improve transportation outcomes such as transportation safety, transportation productivity, travel reliability, informed travel choices, social equity, environmental performance, and network operation resilience.

MOU – Memorandum of Understanding. A legal instrument representing an agreement between governmental entities.

MPO – Metropolitan Planning Organization. An organization created by intergovernmental agreement to carry out regional transportation planning responsibilities in urbanized areas (with a population over 50,000) through an Overall Work Program (OWP). These responsibilities are mandated by the U.S. Department of Transportation as a condition to receive federal planning funds.

OWP – Overall Work Program. An annual program of planning projects required to be accomplished by each MPO. The OWP specifies the scope of each planning element, which party to the MOU is responsible, and funding sources and amounts.

RABA – Redding Area Bus Authority. A public transit authority governed by a board of elected officials from the cities of Anderson, Redding and Shasta Lake and the County of Shasta. RABA derives its authority from a joint powers agreement between the cities and county and from a ballot measure passed in the November 1977 general election.

RTIP – Regional Transportation Improvement Program. This is a phased, multi-year program of planned transportation improvement projects arranged by priority, describing each project, funding amounts and sources and time frame. Projects nominated for funding are approved by the California Transportation Commission. The RTIP is used at the state and federal levels to compile the STIP and FTIP and assign relative priorities.

RTP – Regional Transportation Plan. A coordinated planning effort of local agencies that identifies and attempts to resolve regional transportation issues. State law requires each RTPA to prepare, adopt, and submit a Regional Transportation Plan every five years.

SCS – Sustainable Communities Strategy. Senate Bill 375 (SB 375) requires all MPOs to develop an SCS. An SCS is a regional land use and transportation plan aimed at reducing GHG emissions from cars and light trucks sufficient to meet regional targets set by the California Air Resources Board.

SGA – Strategic Growth Area(s). SGAs are small geographic areas, identified by each local jurisdiction, wherein coordinated local and regional plans, programs, and investments are layered to promote job growth, increase number of households, enhance mobility options, and develop vacant and underutilized land.

SSTAC – Social Services Transportation Advisory Council. As outlined in the California Public Utilities Code Section 99238, this group advises the SRTA on transit issues, coordination of specialized transit services, the annual unmet needs recommendation, and implementation of the American with Disabilities Act.

STIP – State Transportation Improvement Program. A seven-year program identifying all transportation improvement projects for which the California Transportation Commission has committed funding.

TDA – Transportation Development Act. Enacted by in 1971 by California voters, TDA provides two major funding sources for the development and support of public transportation: the Local Transportation Fund (LTF), derived from a ¼-cent general sales tax, and the State Transit Assistance (STA), generated by a sales tax on diesel fuel.

TDM – Travel Demand Model. Travel forecasting models are used to predict changes in travel patterns and the utilization of the transportation system in response to changes in regional development, demographics, and transportation supply.

