



Fiscal Year 2022 ANNUAL WORK PLAN

(Unified Planning Work Program - UPWP)

Draft May 12, 2021

Chittenden County
Regional Planning Commission

July 1, 2021 – June 30, 2022



CHITTENDEN COUNTY RPC
Communities Planning Together

110 West Canal Street, Suite 202
Winooski, Vermont 05404-2109

CCRPC

t 802-846-4490

f 802-846-4494

www.ccrpcvt.org

The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code and by matching funds provided by Chittenden County's 19 municipalities, and the Vermont Agency of Transportation. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

CCRPC Commission

Michael O'Brien, Winooski - Chair
Catherine McMains, Jericho - Vice-Chair
John Zicconi, Shelburne - Secretary-Treasurer
Sharon Murray, Bolton
Garret Mott, Buel's Gore
Andrew Montroll, Burlington
Jim Donovan, Charlotte
Jacqueline Murphy, Colchester
Jeffrey Carr, Essex
Dan Kerin, Essex Junction
Michael Bissonette, Hinesburg
Barbara Elliott, Huntington
Tony Micklus, Milton
Bard Hill, Richmond
Chris Shaw, South Burlington
Jeff Pillsbury, St. George
Kurt Johnson, Underhill
Allison Hope, Westford
Erik Wells, Williston
Joe Flynn, State of Vermont
Tom Eaton – Agriculture
Don Meals, Conservation-Environmental
Tim Baechle, Industrial-Business
Justin Dextrateur, Socio-Econ-Housing
Jon Moore, GMT (Ex-officio)
Mary Anne Michaels, Railroad Industry (Ex-officio)
Christopher Jolly, FHWA (Ex-officio)
Leah Sirmin, FTA (Ex-officio)

FY 2022 UPWP Committee

Catherine McMains - Chair
Sharon Murray, Bolton
Michael Bissonette, Hinesburg
John Zicconi, Shelburne
Jacqueline Murphy, Colchester
Amy Bell, VTrans
Ravi Venkataraman (CWAC), Richmond
Karen Adams (CWAC), Colchester
Eric Vorwald (PAC), Winooski
Dean Pierce (PAC), Shelburne
Barbara Elliott (TAC), Huntington
Justin Rabidoux (TAC), South Burlington
Ex-Officio, non-voting: Chris Jolly – USDOT, FHWA
Ex-Officio, non-voting: Chris Damiani, GMT

CCRPC Staff

Dan Albrecht, Senior Planner
Charlie Baker, Executive Director
Pam Brangan, GIS, Data and IT Manager
Jason Charest, P.E., Senior Transp. Planning Engineer
Eleni Churchill, Transportation Program Manager
Forest Cohen, Senior Business Manager
Bryan Davis, AICP, Senior Transportation Planner
Marshall Distel, Transportation Planner
Chris Dubin, Senior Transportation Planner
Christine Forde, AICP, Senior Transportation Planner
Amy Irvin Witham, Business Office Manager
Regina Mahony, AICP, Planning Program Manager
Melanie Needle, Senior Planner
Taylor Newton, Senior Planner
Sai Sarepalli, P.E., Senior Transportation Planning Engineer
Emma Vaughn, Communications Manager

Introduction and Purpose of the UPWP

This document, the *Fiscal Year 2022 Annual Work Plan (Unified Planning Work Program)* (FY 2022 UPWP) defines the regionally agreed upon transportation and land use planning priorities and the roles and responsibilities of various participants in the planning process for Chittenden County. The work elements described are to be accomplished during the period between July 1, 2021 and June 30, 2022. The following sections provide an overview of the Chittenden County Regional Planning Commission (CCRPC) and describe how all the municipalities, agencies, partners, stakeholders, and other interests involved in the activities of CCRPC work together in a comprehensive, continuing, and cooperative process to meet critical transportation and land use needs of Chittenden County.

Introduction to Land Use Planning

The CCRPC is one of Vermont's 11 State designated Regional Planning Commissions (RPCs). CCRPC was created by its member municipalities in 1966, approved by the Vermont Agency of Commerce and Community Development specifically to undertake regional planning, and by statute are considered municipalities.

In Vermont, planning is performed collaboratively by the State, RPCs, and municipalities. Laws define how this collaboration is to work, specifying different responsibilities for each level of government. This means that the regional planning undertaken by each RPC is intended to be different from the planning undertaken by municipalities and the State.

Regional planning performed by RPCs is at an intermediate level between the local planning performed by municipalities and the general statewide planning performed by the State. Consequently, it makes sense that the regional planning responsibilities of RPCs are intended primarily to promote the coordination and collaboration of planning activities, both between each RPC's member municipalities and between those municipalities and the State.

The State calls upon each RPC to fulfill the following duties:

- ✦ Promote the mutual cooperation of the RPC's member municipalities and cooperate with neighboring states, regions, counties, and municipalities;
- ✦ Assist and advise municipalities in the preparation of plans, studies, and Bylaws regarding the appropriate development and use of the region's physical and human resources;
- ✦ Prepare a regional plan at least every eight years;

- ✦ Review proposed State capital expenditures for compatibility with the RPC's regional plan and assist municipalities in assessing compatibility with municipal plans;
- ✦ Appear before District Environmental Commissions to aid in *Act-250* reviews of proposed developments and appear before the Public Service Board to aid in *Section-248* reviews of proposed utilities; and
- ✦ Confirm municipal planning programs and approve municipal plans.

In order to fulfill these responsibilities, the State empowers each RPC to exercise certain powers:

- ✦ Prepare studies, plans, and recommendations on a broad set of issues;
- ✦ Retain staff and consultant assistance, enter upon land with the prior approval of the owner to make examinations and surveys, hold public hearings, and require municipalities and the State to provide information;
- ✦ Carry out, with the cooperation of member municipalities, programs for the appropriate development and use of the region's physical and human resources; and
- ✦ Perform other acts or functions that the RPC deems to be necessary or appropriate.

ECOS Regional Plan

The regional plan for Chittenden County must be updated on a five-year cycle to comply with federal Department of Transportation and Economic Development Administration regulations governing the Metropolitan Transportation Plan (MTP) and Comprehensive Economic Development Strategy (CEDS) which are encompassed in the regional plan. The 2018 ECOS Regional Plan was adopted by the CCRPC Board of Directors on June 20, 2018. The ECOS Regional Plan lays out four broad goals and eight strategies for the region:

Broad Goals

1. **Natural Systems** – Design and maintain a strategically planned and managed green infrastructure network composed of natural lands, working landscapes, and open spaces that conserve ecosystem values and functions, and provide associated benefits to our community.
2. **Social Community** – Promote the skills, resources, and assurances needed for all community members to participate in the workforce and in their family, civic and cultural lives, within and among their neighborhoods, and in the larger community.
3. **Economic Infrastructure** – Build the region's capacity for shared and sustainable improvements in the economic wellbeing of the community through support of both local and globally competitive initiatives.
4. **Built Environment** – Make public and private investments in the built environment to minimize environmental impact, maximize financial efficiency, optimize social equity and benefits, and improve public health.

High Priority Strategies

1. Improve and strengthen the economic systems of our region to increase opportunities for Vermont employers and employees.
 2. Strive for 80% of new development in areas planned for growth, which amounts to 15% of our land area.
 3. Improve the safety, water quality, and habitat of our rivers, streams, wetlands and lakes in each watershed.
 4. Increase investment in and decrease subdivision of working lands and significant habitats and support local food systems.
 5. Increase opportunity for every person in our community to achieve optimal health and personal safety.
 6. Equip our residents with the education and skills that they need to thrive.
 7. Develop financing and governance systems to make the most efficient use of taxpayer dollars and reduce costs.
 8. Ensure that the projects and actions in all ECOS strategies assess equity impacts, and that the design and development of programs are inclusive of all and engage underrepresented populations.
-

Introduction to Transportation Planning

The CCRPC also serves as the sole Metropolitan Planning Organization (MPO) operating within Vermont. MPOs are federally mandated and funded transportation planning and policy organizations that are governed by representatives from local governments and governmental transportation authorities. They were created to ensure regional cooperation in transportation planning for any urbanized area with a population greater than 50,000. Federal funding for transportation projects and programs is channeled through this planning process to ensure that existing and future expenditures of governmental funds for transportation projects and programs are based on a continuing, cooperative, and comprehensive (“3-C”) planning process.

As the MPO for the region, the CCRPC is required to prepare and update a number of planning documents that detail the investments and planning activities that will help improve the transportation system within the MPO Planning Area. They include:

- ▶ A Unified Planning Work Program (UPWP)
- ▶ A Metropolitan Transportation Plan (MTP)
- ▶ A Transportation Improvement Program (TIP)

The CCRPC is also responsible for providing transportation planning assistance to its member municipalities, other partners, and to the Vermont Agency of Transportation (VTrans).

Metropolitan Planning Area

The CCRPC metropolitan planning area consists of the 19 Chittenden County municipalities. In the year 2010, the population of the County was 156,545. The land area is 539 square miles. Chittenden County is currently defined as being in “attainment” for air quality under the Clean Air Act Amendments of 1990 (CAAA).

Unified Planning Work Program

The CCRPC’s Unified Planning Work Program (UPWP) serves as the annual work plan for local and regional transportation projects and other planning activities. Each fiscal year (July 1 to June 30), the CCRPC prepares a UPWP that describes our numerous programs and identifies the transportation, land use and other planning activities and projects that the CCRPC is engaged in collaboration with its member municipalities and other state and regional partners and agencies. The UPWP also serves as a management tool, including each task’s staff manager, deadline, budget, and funding sources.

The process for developing the annual UPWP includes a careful consideration of critical transportation and land use issues facing the region and the analytical capabilities necessary to address them. This assessment is tied to the 2018 ECOS Regional Plan goals which encompass the Metropolitan Transportation Plan (MTP) for the region. Opportunities for public comment on the draft UPWP are available between January and May of each year, with a final public hearing in May prior to Board adoption of the UPWP.

Metropolitan Transportation Plan

The Metropolitan Transportation Plan (MTP) is the region’s principal transportation planning document that sets regional transportation priorities. The MTP must have a minimum 20-year time horizon and consider needs and issues across all transportation modes. It consists of short- and long-range strategies to address transportation needs that lead to the development of an integrated, inter-modal transportation system that facilitates the efficient movement of people and goods. As mandated by federal regulations, the MTP must both articulate and work towards the region’s comprehensive long-range land use plans, development objectives, and overall social, economic, environmental, system performance and energy conservation goals and objectives. It should also be consistent with the statewide long-range transportation plan.

Federal law requires the MTP to address ten metropolitan planning factors to ensure the federal funds spent on the region’s transportation system also address national level goals for transportation. The MTP must also be fiscally constrained, which means the projected capital and operating costs associated with all the transportation projects and programmatic actions in the MTP cannot exceed the projected level of financial resources available during the life cycle of the MTP. In addition, the CCRPC is required to make special efforts to engage all interested parties in its development.

Transportation Improvement Program

The Transportation Improvement Program (TIP) implements the MTP through a prioritized and fiscally constrained four-year program of federally funded projects in Chittenden County. The TIP is updated on an annual basis and submitted for state and federal approval by the end of July.

The TIP includes the anticipated timing and costs for transportation projects in Chittenden County from planning through construction. Federal law requires the TIP to be fiscally constrained. In addition, documentation of private enterprise participation and financial capacity (as required for FTA Sections 3 and 9 programs) are included in the TIP. Projects in the TIP must be prioritized and adhere to project selection criteria established by the CCRPC. Finally, the TIP development process must give the public ample opportunities to review and comment in a constructive manner prior to document finalization.

Transportation Funding

The CCRPC receives funding for regional transportation planning from several sources, but there are only two primary sources. Annually, the federal government, through the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), provides about 80% of the CCRPC's transportation funding. Under federal law, these funds must generally be matched by the recipient at a ratio of 80% federal and 20% non-federal. A Memorandum of Understanding (MOU) between the CCRPC, VTrans, and the Chittenden County Transportation Authority (dba GMT) includes guidance as to which agency provides the local match for various funding sources and work types. The responsibility for the non-federal matching funds for both FHWA and FTA funds is shared evenly between the CCRPC member municipalities and VTrans at 10% each. GMT provides 10% match for funding passed through to them. Local jurisdictions are annually assessed for the CCRPC share of the 10% of the non-federal match. VTrans or the local governments may provide additional matching funds to leverage federal funds for certain specific planning projects. Infrequently, matching funds may also include the value of "in-kind" labor donated by volunteers and municipal staff in support of specific UPWP tasks.

Title VI, Environmental Justice, and Limited-English Proficiency (LEP)

Planning must be done with the involvement and for the benefit of all the region's residents. The CCRPC is guided by federal Title VI (Civil Rights Act of 1964, As Amended) and environmental justice (EJ) mandates, and we strive to not only meet these mandates, but to create an overall transparent, inclusive planning process where Title VI, EJ, and LEP are integrated into all of our United States Department of Transportation (USDOT) federally funded programs and plans and is a guide for our public participation efforts.

Title VI of the Civil Rights Act of 1964, As Amended, states that "no person in the United States, shall, on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." The Civil Rights Act of 1964, As Amended, has added sex (23 United States Code 324), age (Age Discrimination Act of 1975), and disability (Americans With Disabilities Act of 1990).

Federal Executive Order #12898 (*Federal Actions To Address Environmental Justice in Minority Populations and Low-Income Populations*) defines environmental justice as, "*the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.*" President Clinton issued Executive Order 12898 on February 11, 1994, which reinforces the importance of fundamental rights and legal requirements contained in Title VI and the National Environmental Policy Act and introduces low-income populations as an emphasis area (when addressing socio-economic concerns). Fair treatment means that no group of people, including a racial, ethnic, or socioeconomic group, should bear a disproportionate share of the negative environmental consequences resulting from industrial, municipal, and commercial operations or the execution of federal, state, local, and tribal programs and policies. Recipients (such as Agency of Transportation, Metropolitan Planning Organizations, etc.) must identify EJ populations (EJ Mapping) and define a process to ensure that EJ populations participate in the Planning Process.

Federal Executive Order #13166 (*Improving Access to Services for Persons with Limited English Proficiency*) defines LEP as "*ensuring that recipients of Federal financial assistance (recipients) provide meaningful access to their LEP applicants and beneficiaries.*" Recipients must identify LEP populations (LEP Mapping) and define a process to allow for reasonable accommodation of LEP persons and populations in the Planning Process.

The CCRPC recognizes the importance of including all populations in our work and strives to meet the requirements outlined in legal statute for the benefit of all residents. More information on Title VI, EJ, and LEP is available in the 2014 Public Participation Plan.

This page intentionally left blank.



Draft Fiscal Year 2022 Annual Work Plan

(Unified Planning Work Program - UPWP)

Legend:

Existing Project May be Completed by end of FY21	
New Land Use Project/Funds	
New Transportation Project/Funds	
Pending or General Question	
Red Text Indicates Discrete Changes to Project Title/Description/Deliverable	

	A	B	C	D	E	F	G	I	AC
1						Draft FY2022 Unified Planning Work Program - May 12, 2021			
2									
3	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
5	1.0	ECONOMIC OPPORTUNITY							
6	1.1	Land Use and Redevelopment							
7	1.1.3	Brownfields 2018 Petroleum	Regional	Dan	Taylor	Implement a multi-year Brownfields Petroleum Assessment grant to aid municipalities and private citizens to conduct environmental assessments and clean up planning to enable redevelopment of contaminated or potentially contaminated properties.	1. Manage contractors performing Site Assessments and Cleanup Plans for select properties.	ongoing	\$ 4,378
8	1.1.4	Brownfields 2018 Hazardous	Regional	Dan	Taylor	Implement a multi-year Brownfields Hazardous Materials Assessment grant to aid municipalities and private citizens to conduct environmental assessments and clean up planning to enable redevelopment of contaminated or potentially contaminated properties.	1. Manage contractors performing Site Assessments and Cleanup Plans for select properties.	ongoing	\$ 4,378
9	1.2	Tourism							
10	1.2.1	Byway Coordination & Technical Assistance	Lake Champlain Byway, 3-county region	Dan	Pam	Provide coordination and technical assistance to the County's eight byway member municipalities [Milton, Colchester, Essex Junction, Burlington, South Burlington, Shelburne and Charlotte] to implement related projects and participate in broader, regional efforts via coordination with the Lake Champlain Byway Council which oversees management of the three-county Byway.	1. Participation at meetings of Lake Champlain Byway Council, VDTM Byway marketing and related meetings. 2. Project identification and grant writing with member municipalities. 3. Maintenance of and improvements to Byway website, exploration and/creation of Byway website mobile site/app and fielding Byway inquiries. 4. Integration of Byway Corridor Management Plan objectives into updates ECOS Plan.	ongoing	\$ 5,721
11	1.3	Economic Advancement							
12	1.3.1	EDA Planning - CEDS	Regional	Taylor	Regina, Charlie	Administration and delivery of a 4 region (Chittenden, Addison, Rutland and Central Vermont) Comprehensive Economic Development Strategy (CEDS) with a EDA grant.	1. Develop a CEDS Strategy Committee. 2. Regional economic profile and strategies. 3. Public engagement. 4. Develop CEDS and Evaluation Framework. 5. Economic Trends and Statewide CEDS coronavirus appendix. 6. Grant administration.	9/22	\$ 38,387
13	2.0	PLANNED GROWTH							
14	2.1	Land Use and Development							
15	2.1.1	Municipal Plan Development Assistance	Regional	Taylor	Regina, Melanie	Provide municipal planning and technical assistance for Comprehensive Plans in accordance with the ACCD contract. Also assist municipalities with state designations, ERAF, flood resiliency and the Maintain/Evolve/Transform concept.	1. Use VAPDA developed forms, checklists, and standard procedures in municipal consultations and town plan approvals. 2. Conduct mid-term Plan implementation reviews. 3. Complete formal municipal plan reviews and CCRPC Board approval for Underhill, and as requested. 4. Municipalities provided assistance with state designation renewal requirements, and ERAF requirements. 5. Help interested communities use the Maintain/Evolve/ Transform (MET) process and develop an implementation program.	ongoing	\$ 15,660
16	2.1.3	Municipal Plan Implementation Assistance	Regional	Regina	Taylor, Charlie	Local technical assistance and plan implementation activities not directly funded in other tasks.	1. May include: development review, draft bylaws, reports/research, build-out analysis, etc. 2. Annual report on assistance provided sent to VAPDA & DHCD on or before Sept. 30.	ongoing	\$ 48,112
17	2.1.3.22	Bolton Valley CDBG	Bolton	Sai	Regina	Assist Bolton with administration of a Community Development Block Grant for community water and sewer system improvements (grant), and resort facility upgrades (loan) at Bolton Valley.	1. Help administer grant.	6/22	\$ 5,173
18	2.1.3.26	Bolton Municipal Planning/Zoning Assistance	Bolton	Taylor	Regina	The Town of Bolton seeks CCRPC staff expertise and technical assistance on planning and zoning issues.	1. Amending steep slope regulations to allow for limited development that does not increase erosion risk or affect slope integrity. 2. Technical assistance and develop language that will enable issuing tickets for zoning violations. 3. Continue Bolton Valley Master Plan zoning amendments (will start in FY21).	6/22	\$ 2,979
19	2.1.3.27	Essex Junction Village Land Development Code Rewrite and Update	Essex Junction	Regina	Taylor	Rewrite of the Village of Essex Junction Land Development Code. The new Code will not only be updated in terms of regulatory requirements but also include specific reference to the Design Five Corners Initiative which has been endorsed by the Village Trustees after community engagement through charrettes and group meetings.	1. Assist Essex Junction with updating the Land Development Code to incorporate the Design Five Corners Initiative and other amendments as needed.	6/22	\$ 23,166
20	2.1.3.28	Huntington Water/Wastewater Planning	Huntington	Taylor	Regina	Assist the PC and SLB with water/wastewater services in the village areas.	1. Assist Huntington in establishing a workplan for Village wastewater/water. 2. Assist in grant writing and administration of funding including the awarded MPG.	6/22	\$ 15,062
21	2.1.3.29	South Burlington Planning Technical Assistance	South Burlington	Regina	Taylor, Melanie	This project would reserve CCRPC staff time to provide support for selected planning & land use projects.	Continue with Energy Planning/Climate Action Plan work; and GIS assistance. No other land use assistance projects can be accommodated in FY22, unless reassessed at mid-year.	6/22	\$ 34,705
22	2.1.3.32	Westford Water/Wastewater Planning	Westford	Taylor	Regina	Westford is actively working to secure funding for a village wastewater system; and redevelopment of a property adjacent to the Town Office in the Village.	1. Assist Westford in grant writing and administration of funding. 2. Other assistance as requested.	12/22	\$ 15,062

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
Draft FY2022 Unified Planning Work Program - May 12, 2021																		
	TRANSPORTATION PROGRAM										CARRY OVER	PLANNING PROGRAM						GRAND TOTAL
Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL	
3	1.0																	
5	1.1																	
6	1.1.3		\$ 4,378		EPA				\$ -		\$2,434	\$1,943			\$5,000	\$9,378	\$9,378	
7	1.1.4		\$ 4,378		EPA				\$ -		\$2,434	\$1,943			\$15,000	\$19,378	\$19,378	
8	1.2																	
9	1.2.1	\$ 5,721	\$ -		PL				\$ -	\$ 5,721							\$5,721	
10	1.3																	
11	1.3.1		\$ 38,387		EDA						\$30,402	\$7,984			\$123,850	\$162,237	\$162,237	
12	2.0																	
13	2.1																	
14	2.1.1		\$ 15,660		ACCD				\$ -			\$15,660				\$15,660	\$15,660	
15	2.1.3		\$ 48,112		ACCD				\$ -			\$48,112				\$48,112	\$48,112	
16	2.1.3.22		\$ 5,173		MUNI						\$0	\$5,173				\$5,173	\$5,173	
17	2.1.3.26		\$ 2,979		MUNI						\$ 1,800	\$1,179				\$2,979	\$2,979	
18	2.1.3.27		\$ 23,166		MUNI						\$ 10,000	\$13,166				\$23,166	\$23,166	
19	2.1.3.28		\$ 15,062		MUNI						\$ 11,000	\$4,062				\$15,062	\$15,062	
20	2.1.3.29		\$ 34,705		MUNI						\$ 21,000	\$13,705				\$34,705	\$34,705	
21	2.1.3.32		\$ 15,062		MUNI						\$ 3,000	\$12,062				\$15,062	\$15,062	
22																		

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3									
23	2.1.3.36	St. George Zoning Assistance	St. George	Regina	Taylor	Assist the Town with development review while they have a staff gap.	1. Continue assisting with two DRB applications that started in FY21. Otherwise phase out contract.	9/21	\$ 4,633
24	2.1.4	Regional and State Issues	Regional	Regina	Melanie, Taylor, Dan	Work with DHCD and RPCs statewide on issues of statewide interest.	1. Review and comment on proposed legislation (Act 250, infrastructure, energy, cannabis, etc.). 2. Other issues as may arise. 3. ACCD FY22 Deliverables	ongoing	\$ 42,738
25	2.1.5	Regional Housing Conversation	Regional	Regina	Melanie, Taylor, Emma	Continued participation in the Building Homes Together campaign, and help identify how we can build more housing to meet the needs. Convene affordable housing committees in the region to share ideas, expand our knowledge and coordinate policies and activities with each other and the CCRPC.	1. Convene municipal housing committee members for peer exchange on housing tools. 3. Provide municipal assistance on housing tools as requested. 4. Produce annual Building Homes Together campaign results. 5. Participation in statewide housing conversations.	ongoing	\$ 15,351
26	2.2	Energy and Climate							
27	2.2.2	Regional Transportation Energy Planning and Transportation Electrification Support	VEIC	Melanie	Charlie, Eleni, Regina, Marshall, Bryan	This project will continue VEIC's support for energy planning and plug-in electric vehicle (EV) market transformation in Chittenden County. EV adoption has advanced significantly over the past several years and this market is poised to accelerate in FY22 with anticipated federal policy shifts.	For FY2022, VEIC proposes the following activities in support of the ECOS plan's clean energy goals: Municipal fleet EV assessments examining opportunities to integrate EVs into local government operations; Presentations to municipal entities on EV technology and charging opportunities; On-call support for regional energy modeling analysis; Technical assistance on EV charging siting and funding opportunities; Local EV demonstration events (including virtual); Metrics on EV ownership in Chittenden County; EV charging implementation support for multifamily developments; and Technical support for installing EV charging at multifamily housing in the region.	6/22	\$ 22,485
28	2.2.2.1	Property Transportation Plan: Reduce transportation emissions in commercial and affordable multi-unit sectors - Phase 2	Burlington	Bryan	Melanie	Burlington Electric Department (BED) and the Burlington 2030 District (BT 2030) are seeking to reduce vehicle miles travelled and transportation emissions in Burlington's commercial and affordable multi-unit sectors via the development and implementation of customized Property Transportation Plans (PTP). Over the course of two years, this UPWP funding will allow BED and BT 2030 to develop a PTP template and develop ten PTPs for ten BT 2030 District members. This project will involve extensive stakeholder engagement to ensure the PTPs recommend steps, opportunities and activities that are realistic and actionable.	The proposed project will use the Property Transportation Plan (PTP) template developed in phase 1 to create ten Property Transportation Plans (PTP) for ten Burlington 2030 District property owners.	6/22	\$ 4,250
29	2.2.7	Climate Action Plan, Transportation Component	South Burlington	Melanie & Jason	Regina	After developing a framework and setting objectives of a Climate Action Plan in the first half of 2021 (enumeration of objectives, identification of key sectors, measurement, and sector-by-sector goals), the framework would call for a detailed plan by sector for how the City, its residents, businesses, and partners would take action to meet the sector's objectives. This project will focus on the transportation sector.	This transportation component would include establishing targets and specific actions to meet goals within this sector, in collaboration with local partners (residents, businesses, organizations).	6/22	\$ 14,783
30	2.3	Transportation and Land Use							
31	2.3.1	Act 250/Section 248 Review - Non-Transportation	Regional	Taylor	Regina, Melanie	Review Act 250 major applications and Section 248 applications with hearings (or potential applications) in relation to the regional plan. Report on the number of applications commented on, providing more detail about those involving substantive comment, using attached form for reporting.	1. Provide letters (and potentially participate in hearings) on Act 250 & Section 248 applications that go to hearing. 2. Provide year-end report to DHCD.	ongoing	\$ 17,797
32	2.3.1.2	Act 250/Section 248 Review - Transportation	Regional	Jason	Sai, Eleni	Conduct reviews of Act 250 applications (focusing on Criterion 5) and Traffic Impact Studies, and work with Act 250 to better incorporate TDM and other non-motorized mitigations into the process. Provide technical assistance to the District Commission coordinators as needed.	1) Provide letters (and potentially participate in hearings) on Act 250 & Section 248 applications that go to hearing; and 2) Maintain Act 250 database transportation mitigation conditions.	ongoing	\$ 14,754
33	2.3.2	Transportation Advisory Committee (TAC)	Regional	Bryan	Christine, Eleni	Administration of and participation in Transportation Advisory Committee (TAC) meetings.	1) Development of TAC agendas and meeting notes; 2) Facilitation of meetings as necessary; and 3) Participation of staff in TAC meetings.	ongoing	\$ 25,384
34	2.3.2.3	Transportation Policy Planning	Regional	Charlie	Eleni, Jason, Christine	Monitor national, state, regional and local transportation policy development and assist in implementation efforts as appropriate.	1) Maintain an ongoing summary of policy efforts; 2) Implementation of policy objectives; 3) Provide comments on state policies/plans developed by VTrans, as appropriate; 4) Coordinate with VTrans and FHWA on transportation performance measures and targets; and 5) Work with VTrans on the new Congestion Policy for urban/suburban areas in the state/county.	ongoing	\$ 9,810
35	2.3.3	Transportation Demand Management (TDM)	Regional	Bryan	Charlie	Managing regional TDM initiatives and projects in coordination with partners.	1) Coordinate/manage regional TDM projects and initiatives; and 2) Partner coordination with CarShare VT, Local Motion, CATMA, and other partners.	ongoing	\$ 40,071
36	2.3.3.1	CATMA Regional TMA & Mobility Management Center	CATMA	Bryan	Charlie	Over the past 6 years, CATMA strengthened its brand, outreach, TDM services and Employee Transportation (ETC) Network with support through the annual UPWP. The FY22 application is a request for continued support of the ETC Network, assistance with implementing our Strategic Plan, and bolstering CATMA's growth.	Since CATMA is now recognized and known as a regional TDM resource, and in light of the pandemic impacts, our focus will be to: 1) Advance ourselves as a Mobility Management Center, a one stop shop for regional transportation information, trip planning, education, resources and guidance that fosters cooperative, efficient and effective transportation and parking opportunities; and 2) Conduct transportation surveys to targeted audiences (employers, employees, residents) to collect data on COVID's impact on transportation behavior. The findings will identify gaps and barriers that can assist and inform regional transportation planning.	6/22	\$ -

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
3	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
23			\$ 4,633		MUNI							\$ 2,000	\$2,633				\$4,633	\$4,633
24			\$ 42,738		ACCD								\$42,738				\$42,738	\$42,738
25	2.1.5		\$ 15,351		ACCD					\$ -			\$15,351				\$15,351	\$15,351
26	2.2									\$ -								
27	2.2.2	\$ 22,485	\$ -	\$ -	PL	\$ 37,500				\$ 59,985								\$59,985
28	2.2.2.1	\$ 4,250			PL	\$ 10,000				\$ 14,250	\$ -							\$14,250
29	2.2.7	\$ 14,783			PL	\$ 30,000				\$ 44,783	\$ -							\$44,783
30	2.3.0									\$ -								
31	2.3.1		\$ 17,797		ACCD					\$ -			\$17,797				\$17,797	\$17,797
32	2.3.1.2	\$ 14,754			PL				\$ -	\$ 14,754								\$14,754
33	2.3.2	\$ 25,384			PL				\$ 2,538	\$ 25,384								\$25,384
34	2.3.2.3	\$ 9,810			PL				\$ -	\$ 9,810	\$ -							\$9,810
35	2.3.3	\$ 40,071			PL				\$ -	\$ 40,071								\$40,071
36	2.3.3.1	\$ -			PL	\$ 60,000			\$ -	\$ 60,000								\$60,000

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3	2.3.3.2	CarShare Vermont: Park It Pledge (PIP) & Electric Mobility Program	CarShare Vermont	Bryan		CarShare Vermont is again requesting support through the UPWP to continue the very successful Park It Pledge (PIP) for another year. CarShare Vermont also seeks with our Greenlining Shared Electric Mobility project to locate 4-6 electric vehicles at affordable housing developments in the Burlington area, improving access to EVs for their residents (MTI grant will fund the vehicles and infrastructure costs). The project also aims to expand mobility options for residents needing to meet their medical needs by working with the Agency of Human Services to make CarShare Vermont an eligible Medicaid provider.	PIP Program: Update and produce outreach materials to promote the program; recruitment of participants through mailings, door drops, lawn signs, and social media; and program management, including participant engagement, incentives, and evaluation. Electric Mobility Program: Develop targeted materials for resident engagement, explore hiring and training resident ambassadors, implement strategy for new member outreach and onboarding; and identify challenges to carsharing among residents refining operations and service accordingly.	6/22	\$ -
37	2.3.3.3	Local Motion Bike/Ped Planning	Local Motion	Bryan		Local Motion (LM) will assist the CCRPC on bicycle and pedestrian planning in Chittenden County. LM expertise complements the skills of CCRPC and municipal staff, expands their capacity, and improves project outcomes. LM will provide walk/bike education and encouragement programs that support CCRPC and municipalities in their efforts to promote safe walking and biking.	Area of work 1: Walk/Bike Planning Technical Assistance - Goal: Enable and encourage Chittenden County communities to incorporate bike and pedestrian design and policy as part of transportation and land use plans and projects, and to improve existing bike and pedestrian design and policy. Area of work 2: Active Transportation Encouragement and Education - Goal: Provide active transportation training and education through a suite of services Area of work 3: Cultivate Learning Networks to Promote Walking and Biking - Goal: Raise the profile of walking and biking, emphasize the connections between active transportation and community/economic vitality through a coordinated event and public education series, and bring together professionals in the field to learn from one another and forge partnerships across the region.	6/22	\$ -
38	2.3.3.4	Way to Go! Challenge	Regional	Bryan	Emma	Way to Go! (WTG) encourages Vermonters to find and use more efficient transportation options to meet their mobility needs. Its purpose is to help lower emissions, conserve energy, and save transportation dollars through reduced single occupancy vehicle (SOV) use. This year, the program will continue to focus on schools to explore new mobility opportunities for students, parents, teachers, and administrators.	Initiate, plan, host and conclude the statewide FY22 Way to Go! program/event in partnership with VTrans. Provide a Way to Go! report to Trans.	6/22	\$ -
39	2.3.3.5.1	Way to Go Challenge (Statewide - Go Vermont Funding)	Statewide	Bryan	Emma	Way to Go! (WTG) encourages Vermonters to find and use more efficient transportation options to meet their mobility needs. Its purpose is to help lower emissions, conserve energy, and save transportation dollars through reduced single occupancy vehicle (SOV) use. This year, the program will continue to focus on schools to explore new mobility opportunities for students, parents, teachers, and administrators.	Initiate, plan, host and conclude the statewide FY22 Way to Go! program/event in partnership with VTrans. Provide a Way to Go! report to Trans.	6/22	\$ -
40	2.3.3.6	MTI Grant: Greenride bikeshare e-bikes and expansion	Statewide	Bryan		In November (2020) the CCRPC was awarded a VTrans Mobility Transportation Innovation (MTI) Grant to support Greenride Bikeshare expansion and fleet replacement with electric assist bicycles. The grant could also potentially serve as a match for a previously awarded VTrans Bike/Ped Grant to South Burlington to purchase additional bike racks and station signs to double the number of stations in the system.	We will work with bikeshare partners to determine specific deliverables associated with the grant.	6/21	\$ -
41	2.3.3.7	Regional Park and Ride Plan Update	Regional	Marshall/Chris	Eleni	This plan was last updated in 2011. The CCRPC's Park and Ride & Intercept Facility Plan details high priority sites and projects, and offers recommendations to help achieve the vision of a regional network of park & ride and intercept facilities. CCRPC staff have started to update inventory data and implementation plans.	UPWP funding would be used to bring on consultant assistance to update a prioritized list of new park and ride facilities and evaluate upgrades to existing facilities.	6/22	\$ 14,047
42	2.3.4	Transit Oriented Development (TOD) Public Transportation Planning Assistance	Regional	Marshall	Eleni	Staff coordination and technical assistance for TOD and Public Transportation related projects.	1) Staff will continue to coordinate with GMT and other partners in the implementation of all elements of Public Transit Planning in the county, including transit studies for the communities of Jeffersonville, Underhill, and Cambridge (tri-town) as well as Shelburne; 2) Schedule and facilitate the quarterly meetings of the regional E&D (Elders and Persons with Disabilities) Committee in collaboration with GMT; 3) Facilitate the development of Regional E&D Committee work plans, goals and objectives. 4) Help VTrans with centralized tracking of some E&D basic information; 5) Facilitate E&D Ridership Survey follow ups; and 6) Assist VTrans with organizing the annual E&D Summit.	ongoing	\$ 41,883
43	2.3.4.1	Transit Service & Operations Planning (GMT)	Regional	Marshall	Eleni	Transit Planning conducted by GMT in Chittenden County.	1) Service Planning: Route Analysis, Automate Vehicle Location Technology, Transit Strategic Plan, Farebox & Ridership Data Management, Communication, Driver Scheduling, Transportation Working Groups; 2) Capital Projects Planning: Bus Stop Audit, Bus Stop Placement Guidelines, Vehicle Replacement & Infrastructure Planning; 3) NTD Reporting: National Transit Database Reporting, Annual National Transit Database Reporting; 4) Ridecheck: Annual Survey of Boardings and Alightings; 5) Special Planning Projects: Possible Activities Include: Technological Service Enhancements, Service Equity, Rural Transit Planning, Call Center Feasibility Study.	6/22	\$ -
44	2.3.4.36	E&D, ADA & Medicaid Call Center Feasibility Study	Regional	Marshall	Charlie, Eleni	Coordinate with GMT and SSTA to evaluate the feasibility to consolidate the call center operations for Elders and Persons with Disabilities (E&D), ADA, and Medicaid transportation. Both GMT and SSTA expressed their support for this project	Feasibility analysis report on possible consolidation of the call center.	6/22	\$ 7,684
45									

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
3																		
	2.3.3.2	\$ -			PL	\$ 90,400			\$ -	\$ 90,400								\$90,400
37																		
	2.3.3.3	\$ -			PL	\$ 80,000			\$ -	\$ 80,000	\$ -							\$80,000
38																		
	2.3.3.4	\$ -		\$ 40,000	PL				\$ -	\$ 40,000								\$40,000
39																		
	2.3.3.5.1			\$ 40,000	Go Vermont					\$ 40,000								\$40,000
40																		
	2.3.3.6		\$ -		VTrans/MTI?				\$ -	\$ -	\$ -	\$0				\$0	\$0	\$0
41																		
	2.3.3.7	\$ 14,047		\$ 50,000	PL				\$ -	\$ 64,047								\$64,047
42																		
	2.3.4	\$ 41,883			PL				\$ -	\$ 41,883								\$41,883
43																		
	2.3.4.1	\$ -			PL		\$ 402,340		\$ -	\$ 402,340								\$402,340
44																		
	2.3.4.36	\$ 7,684		\$ 20,000	PL					\$ 27,684	\$ -							\$27,684
45																		

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3	2.3.4.37	Winooski Parking Inventory, Analysis, and Management Plan	Winooski	Jason	Sai, Chris	The City of Winooski seeks assistance through consultants, CCRPC staff, or both; for continuing efforts of the 2017 Downtown Parking Plan and develop a parking needs inventory and analysis, and management plan. This effort will support future updates to the parking ordinance (Chapter 15 of the Municipal Code) and land development regulations, and include recommendations for enforcement, expansion of metered parking, and other parking management initiatives. Specific focus will be on Main Street, East Allen Street, Malletts Bay Avenue, Weaver Street, and Spring Street, but outcomes should be transferrable throughout the City. This is not proposed as a multi-year effort.	1) Specific data related to existing parking inventory, future parking inventory, and the impacts proposed infrastructural changes and redevelopment of properties will have on parking needs/demand; 2) Recommended actions for the City to implement regarding parking management, enforcement, and needs in the public inventory. 3) Recommendations on opportunities for shared use parking either in public or private facilities and how these facilities may be effectively managed. 4) Recommendations for alternative transportation options in-lieu of parking in appropriate locations.	9/21	\$ 5,810
46	2.3.4.38	Form-Based Code for Williston's Growth Center	Williston	Taylor	Regina, Christine, Jason	This is a single-year effort to develop a form-based code for Williston's state-designated Growth Center. This project will include an assessment of the challenges and opportunities presented by pending transportation improvements in the Growth Center, will encompass all aspects of public, stakeholder, and Town official input, and will result in a regulating plan and form-based land development code for the Growth Center that prescribes the location and design of new transportation infrastructure while addressing the site plan and structure requirements for new development there.	A regulating plan and form-based code, covering new vehicle, bicycle, and pedestrian infrastructure and land development stand architectural standards for the lands of Williston currently within the state-designated Growth Center. The plan and code will be in a form that is ready for Planning Commission and Selectboard hearings and adoption.	6/22	\$ 33,087
47	2.3.4.39	Working Bridges Transportation Landscape Project	United Way of Northwest Vermont	Marshall	Eleni	COVID-19 has disproportionately impacted women, BIPOC community members, and low- to moderate-income essential workers. Transportation continues to be a barrier for employees getting to and keeping work, especially for employees who do not have jobs with flexibility for remote work.	The proposed project will survey and analyze transportation needs of essential workers, document innovative and successful workplace transportation resources, and identify existing gaps. The project will culminate in a final report to stakeholders such as CCRPC, CATMA, and Old Spokes Home / Transportation Equity Coalition to increase representation and diversity of experience in transportation planning, with ongoing collaboration as needed.	6/22	\$ 5,036
48	2.3.4.40	Regional Transit Funding Model	Regional	Marshall	Charlie	It continues to be a challenge for local governments to contribute the required match for transit services. There is also a desire to examine how to make "fare free" transit work financially.	Working with GMT and Trans to review ways in which funding might be raised locally to support transit and develop an implementable strategy. This will include both urban and rural services.	6/22	\$ 11,791
49	2.3.4.41	2022 State E&D Summit	Regional	Marshall	Charlie	VTrans has requested CCRPC to host this statewide workshop in the Spring or Summer 2022.	Work with VTrans and partners to develop the program and host the summit.	6/22	\$ 4,844
50	2.3.6	Technical Assistance to Advance ECOS/MTP/TIP Implementation - Local, Regional & State	Local/ Regional/State	Eleni	All Trans Staff	Provide transportation technical assistance to Chittenden County municipalities for plans, projects and initiatives at the local level that help advance the Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP) as well as the ECOS Strategies. Municipal technical assistance includes but not limited to: complete streets evaluation, traffic calming measures, traffic control warrants, speed studies, autonomous vehicle feasibility studies, etc. Provide transportation technical assistance to advance the implementation of State & Regional level ECOS/MTP and TIP projects and initiatives.	Delivery of transportation technical assistance to municipalities either with in-house staff or through consultants. Deliverables could include: speed studies; signal warrants; stop sign warrants; intersection capacity (LOS) analysis; sight distance studies; etc. At a regional and state level deliverables include: 1) Provide technical assistance to state and regional partners on a variety of transportation issues; 2) Assist with TPI meeting coordination and attend TPI meetings; 3) Participation in VTrans and FHWA recommended training; 4) Participation in various Legislative studies, task forces, councils, committees and state planning processes; modal plans; and other federal and state planning efforts; 5) Assist VTrans with municipal and public outreach and coordination for specific projects and initiatives; 6) Prepare the SFY 2020 TPI/VAPDA Performance Report that includes transportation performance measures; 7) Participate in Transportation flood resilience planning activities and workshops; 8) Provide VTrans input on draft New Project Summaries focusing on regional and local context, plans and projects; and 9) Traffic signal/lane evaluation for the intersection of Route 2, Talcott Road & Cottonwood Drive in Williston; and 9) Pine Tree Terrace / Myers Court Intersection, Pine Tree Terrace / Gilbert Street Intersection, and Spear Street / Nowland Farm Road intersection Stop Sign Warrant Analyses in South Burlington.	Ongoing	\$ 147,376
51	2.3.6.7	Traffic Overlay District Replacement (Phase 2)	South Burlington	Sai/Jason	Eleni	Following completion of the current project to replace the City's Traffic Overlay District with citywide transportation standards, this phase would quantify planned Tier 1 Zone improvements. Specifically, identified transportation improvement projects in core areas, identified in prior scoping or corridor plans, would be refreshed for present costs and assigned an amount of trips the improvement is adding to the network.	Updated Traffic Overlay District bylaws for South Burlington	6/22	\$ 10,534
52	2.3.6.19	Regional Ash Tree Inventory in Public ROWs	Regional	Dan	Pam, Regina	1. Regional ROW Ash Tree Inventory in preparation for development of Emerald Ash Borer Infestation Response Plans for participating municipalities. 2. Conduct an inventory for Williston.	Ash Tree Inventories for participating municipalities. Williston Ash Tree inventory in our ROW for the areas not in the housing development areas. North Williston Road, Gov. Chittenden, River Cove Road, and town owned roads south of 189. Create and update dashboards of town tree inventories.	6/22	\$ 8,256
53	2.3.6.20	City of Burlington School District (BSD) School Travel Plan and Traffic Control Plan.	Burlington	Jason	Sai, Melanie, Bryan	Complete a School Travel Plan and Traffic Control Plan for all elementary, middle, and high schools in the Burlington School District. Follow guidance from the MUTCD Part 7 and Safe Routes to Schools Program.	A traffic control plan and map for each school in the Burlington School District.	12/21	\$ 5,322
54									

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
3																		
	2.3.4.37	\$ 5,810		\$ -	PL					\$ 5,810	\$ 15,000							\$20,810
46																		
	2.3.4.38	\$ 33,087		\$ -	PL					\$ 33,087	\$ 77,462							\$110,549
47																		
	2.3.4.39	\$ 5,036			PL	\$ 22,000				\$ 27,036								\$27,036
48																		
	2.3.4.40	\$ 11,791			PL	\$ 35,000				\$ 46,791	\$ -							\$46,791
49																		
	2.3.4.41	\$ 4,844		\$ 14,000	VTrans FTA					\$ 18,844	\$ -							\$18,844
50																		
	2.3.6	\$ 147,376		\$ 20,000	PL				\$ -	\$ 167,376	\$ 13,948							\$181,324
51																		
	2.3.6.7	\$ 10,534			PL	\$ 28,000				\$ 38,534								\$38,534
52																		
	2.3.6.19	\$ 8,256			PL				\$ -	\$ 8,256								\$8,256
53																		
	2.3.6.20	\$ 5,322			PL	\$ 30,000				\$ 35,322	\$ 25,000							\$60,322
54																		

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3									
55	2.3.6.22	Development of Performance Parameters for the Shelburne Street Roundabout	Burlington	Jason	Sai, Chris	The Shelburne Street Roundabout is anticipated to go to construction in 2021. The construction phase is anticipated to last 2-3 years. We are requesting assistance in the development of performance parameters which DPW staff will use to monitor and measure the success of the new roundabout. These metrics will help City staff identify any design deficiencies and determine the need for immediate or future improvements.	Performance measures for the Shelburne Street Roundabout in Burlington.	6/21	\$ 3,217
56	2.3.6.23	Huntington Bridge Improvement & Maintenance Plan	Huntington	Sai	Jason	Develop a Capital Plan for repair and maintenance of Huntington's 30 bridges & major culverts to guide ongoing maintenance and repair or replacement of necessary elements. Significant weather events have caused extensive river migration & erosion, thus impacting the stability & adequacy of river crossings since the previous bridge improvement plan from the early 2000s.	Final Bridge Improvement Report & Capital/Maintenance Plan	6/21	\$ -
57	2.3.6.24	Jericho Official Map - On-hold until FY22 Mid-year Adjustment	Jericho	Melanie	Bryan	The map will focus on increasing multi-modal connections between Riverside and Jericho Corners village centers, with the Commercial District in between. Developing a road network, multiuse trails, a park and ride, and other infrastructure improvements off and along RT 15. The project will include paths and trails to connect areas of Town, including schools and village centers, as already identified in the 2015 Bike and Pedestrian Master Plan. Jericho has asked that this project continue to be on hold due to landowner concerns. Staff will reach out to Jericho during the FY22 mid-year adjustment.	Draft Official Map for Jericho.	TBD	\$ -
58	2.3.6.26	I-89 Interchange Review (Bolton & Milton)	Regional	Jason	Eleni	The municipalities of Bolton and Milton have expressed interest in reviewing previously-conducted I-89 interchange plans within their communities. CCRPC staff have been in contact with municipal representatives about these studies as part of the current I-89 2050 study. This was also recommended by the I-89 Advisory Committee.	Review of the previously interchange design plans relative to current environmental requirements and interstate/highway design standard.	12/21	\$ 13,152
59	2.3.6.27	Burlington Impact Fee Study – Revision & Expansion	Burlington	Jason	Marshall	The City of Burlington will be undertaking a comprehensive revision to its current impact fees and regulations. The City will assess and update the overall structure, assumptions, costs, and associated fees and regulations for the current municipal services and wish to expand impact fees to also include Multi-modal Transportation (vehicular, bicycle and pedestrian modes, transit and parking) investments. The City is seeking funding from the UPWP to only help cover the costs associated with the new Multi-Modal Transportation portion of this effort.	Updated transportation fees and regulations for multi-modal Transportation (vehicular, bicycle and pedestrian modes, transit and parking) investments in the City.	6/22	\$ 17,966
60	2.3.6.28	Winooski Traffic Calming Policy	Burlington	Jason	Marshall	This request is for transportation planning support to prepare a traffic calming policy/manual for the City of Winooski. We anticipate that the manual would define the evaluation process as well as provide a description of applicable treatments and measures for possible implementation.	traffic calming policy/manual for the City of Winooski.	6/22	\$ 17,966
61	2.3.7	Bike Ped Planning - Local and Regional	Local/Regional	Bryan	Marshall	Assist VTrans and other state and regional partners with planning efforts related to walking and biking as needed. Provide advice/assistance to municipal planning efforts related to walking and biking.	1) Implementation of a comprehensive regional bike/ped planning program; 2) Participate in VTrans plans and initiatives, as necessary; 3) Review and comment on work products generated by VTrans; 4) Staff will continue to assist Safe Routes to School, as needed, with general outreach, participation in School Travel Plan working groups, and support for data collection and monitoring; 5) Convene a gathering of bike/ped committees and other organizations in the county to discuss connectivity of on- and off-road bike networks across municipal boundaries; and 6) Assist municipalities with bike/ped planning.	ongoing	\$ 45,248
62	2.3.7.4	Close the Gaps in Regional Bike Facilities	Regional	Bryan	Pam	This effort by CCRPC staff will focus on identifying proposed off-road transportation links that can be used to close existing gaps of on-road bike and ped facilities in order to enhance network connectivity and improve safety of bicyclists and pedestrians.	Maps of regional off-road paths that could be used to close the gaps for the on-road bike network.	6/22	\$ 5,574
63	2.3.7.5	Richmond Bike/Ped Master Plan - Phase 2	Richmond	Bryan	Marshall, Pam	Richmond seeks to create a town-wide master plan to guide the establishment of a full-fledged Complete Streets network. Project goals include identifying existing connections that can be incorporated into the future network, analyzing Town roads to determine their respective potential to be upgraded to accommodate multimodal traffic, considering potential off-road routes to connect origins/destinations, and drafting conceptual designs for the adaptation of roads. This project is the second and final phase of a two-year project. The second phase focuses on the southern half of the Town. The Master Plan for the northern half of the Town will be completed in July 2021.	Richmond Bike/Ped Master Plan and Report.	6/22	\$ 14,203
64	2.3.7.6	South Burlington Bike/Ped Mapping Phase II	South Burlington	Chris	Pam	The City & CCRPC recently completed a mapping inventory of the city's bicycle path segments, including type, side of the street, and location of existing & anticipated connections. Phase II of this project would add data fields and catalogue existing conditions in preparation for future infrastructure improvement projects. Specifically, data fields and field assessment of bridge condition, recreation pathwidth and condition, and street/path integration would be collected.	Addition of data fields to the GIS mapping completed this past year and field assessment of condition of recreation path bridges and recreation path segments, including width of paths and wooden bridge condition.	6/22	\$ 5,297

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
3	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
	2.3.6.22	\$ 3,217			PL	\$ -				\$ 3,217								\$3,217
55	2.3.6.23	\$ -			PL					\$ -								\$0
56	2.3.6.24	\$ -			PL	\$ -				\$ -								\$0
57	2.3.6.26	\$ 13,152		\$ 30,000	PL				\$ -	\$ 43,152	\$ -							\$43,152
58	2.3.6.27	\$ 17,966			PL	\$ 40,000				\$ 57,966								\$57,966
59	2.3.6.28	\$ 17,966			PL	\$ 50,000				\$ 67,966								\$67,966
60	2.3.7	\$ 45,248			PL				\$ -	\$ 45,248								\$45,248
61	2.3.7.4	\$ 5,574			PL				\$ -	\$ 5,574								\$5,574
62	2.3.7.5	\$ 14,203			PL	\$ 40,000			\$ -	\$ 54,203	\$ 5,000							\$59,203
63	2.3.7.6	\$ 5,297			PL	\$ 10,000			\$ -	\$ 15,297								\$15,297
64																		

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3	2.3.7.7	Shelburne Bicycling and Pedestrian Connectivity Study	Shelburne	Jason	Marshall, Pam, Bryan	The Town of Shelburne seeks CCRPC and consultant assistance preparing a Bicycling and Pedestrian Connectivity Study. The study would 1) identify community goals and problems associated with bicycling/pedestrian connectivity, 2) generate, evaluate, and prioritize alternative solutions, and 3) propose a plan for implementation, including a town wide map and conceptual project schedule.	An implementable plan to improve bike and ped connectivity in Shelburne.	6/22	\$ 21,136
65	2.3.7.8	Pilot Mobility Audit - Old North End	Old Spokes Home	Bryan	Jason	Complete a neighborhood mobility audit to identify transportation investments that will improve pedestrian, bicycle, and transit access for traditionally underserved residents within Burlington's Old North End (ONE) to area jobs and essential services. This effort will be based on the methodology used in the Livable Polk Initiative of the Polk Transportation Planning Organization (FL) to establish a unified approach for analyzing access to essential services and create indices to assist in the evaluation of each neighborhood's overall mobility, including the assessment of opportunities to walk, bike, or take transit and gaps and barriers that may hinder walking, biking, or accessing transit. The project will include surveys/interviews/focus groups with traditionally underserved populations in the ONE to understand their specific experiences, needs and barriers.	The project's outcome will be to recommend strategies to enhance walking, biking, and transit connections to area jobs and essential services (e.g., shopping, educational centers, medical care facilities, etc.) at a neighborhood level, as well as suggestions on how to involve and engage traditionally underserved populations in planning projects.	6/21	\$ 2,004
66	2.3.7.9	CCRPC Bicycle Count Program Evaluation and Data Analysis	UVM TRC	Bryan	Chris, Jason, Marshall	This is a collaborative project between the UVM TRC and the CCRPC. This project will: 1) determine the progress that has been made on the Active Transportation Plan since its adoption in 2017 and update the priority recommendation; and 2) develop a comprehensive bicycle count program for the CCRPC that over time will assist in bicycle planning in the future.	1) Updated 2017 Active Transportation Plan priority recommendations. 2) CCRPC bicycle count program.	6/21	\$ -
67	2.3.7.10	Update of the Chittenden County Active Trans Plan & Close the Gaps in Bike Facilities	Regional	Bryan	Marshall, Pam	Update existing Active Transportation Plan and continue to work with stakeholders to identify off-road links to close the existing gaps with the on-road system.	Updated Active Transportation Plan	6/22	\$ 26,064
68	2.3.7.11	VT15 Corridor Pedestrian and Road System Study	Essex	Christine	Melanie	This project is a one-year scoping/planning study from the westernmost Circ Highway Intersection on VT15 to Essex Way with an expanded speed limit investigation from that area to the proposed new traffic signal location at VT15/Sand Hill Road.	Multimodal corridor plan for a segment of VT15 in Essex	6/22	\$ 17,375
69	2.3.7.12	Kimball Ave Path Feasibility Study for Crossing of Potash Brook	South Burlington	Christine	Chris	Feasibility study of extending the Kimball Ave recreation path west at crossing of the Potash Brook, where it would meet with planned future path segment west to Old Farm Road and Kennedy Drive.	Final report with preferred alignment of the shared use path.	6/22	\$ 18,441
70	2.3.9	Intermodal Transportation Planning (Air, Rail, Ferry, Park and Ride, Freight)	Regional	Eleni	Marshall, Charlie	Coordinate intermodal transportation planning in the county, including surface transportation connections for passengers and freight to air, rail, ferry, and park and ride facilities.	1) Facilitation of and participation in state and regional intermodal planning activities, including: Rail, Park & Ride and Freight projects/initiatives; 2) Coordination with the Burlington International Airport; 3) Participate in the development of the State Freight Plan. Participation might include: attending working groups, steering committees, and/or advisory committees, assisting with outreach to local officials and the public, providing data, reviewing and commenting on document drafts and dissemination of information to TACs and the public; and 4)	ongoing	\$ 25,152
71	2.3.10	ITS (Intelligent Transportation Systems) & TSM (Transportation System Management)	Regional	Sai	Jason, Eleni	Implement the 2016 Regional ITS Plan recommendations by enhancing capacity of the existing transportation network through signal optimization for selected high-volume corridors.	Conduct signal optimization for selected corridors as necessary. Participate in the VTrans ITS Plan and other initiatives.	ongoing	\$ 23,473
72	2.3.10.2	Real Time Traffic Information (separate grant)	Regional	Sai	Eleni	The CCRPC in close collaboration with VTrans and FHWA has implemented an advanced traffic monitoring system (ATMS) for five corridors in the county to collect travel times and average vehicle speeds through anonymously tracking Bluetooth (BT) devices carried by motorists (cell phones) and vehicles. The system is now being managed by VTrans.	Final Report to FHWA on the deployment and use of the Bluetooth devices in five Chittenden County corridors.	6/22	\$ 7,618
73	2.3.13	Corridor Planning & Coordination for Implementation Plan Advancement	Local/ Regional	Eleni	Sai	Participate in VTrans' Transportation Corridor Management Planning efforts. Coordinate with Municipalities, VTrans (as appropriate) and other stakeholders to advance corridor implementation plans and continue advancement of local and regional corridor studies.	1) Coordination with municipalities, modal partners, VTrans and other stakeholders regarding implementation of local and regional corridor plans; and 2) Participation in VTrans' Transportation Corridor Management Planning efforts.	ongoing	\$ 7,400
74	2.3.13.3	Burlington Winooski Avenue Corridor Study - Phase 3	Burlington	Bryan	Eleni	During Phase 2, a comprehensive multimodal transportation plan was developed for Winooski Avenue in Burlington from Riverside Ave to Howard St, that addresses safety, capacity, and connectivity for all modes. During Phase 3, a comprehensive Parking Management Plan for North Winooski Ave/Old North End will be conducted and based on the outcomes of this effort, short-term recommendations developed for the corridor.	Results of the parking management plan that will inform the short-term term multimodal improvements for North Winooski Avenue.	6/22	\$ 15,618
75									

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
3																		
	2.3.7.7	\$ 21,136			PL	\$ 20,000			\$ -	\$ 41,136								\$41,136
65																		
	2.3.7.8	\$ 2,004			PL				\$ -	\$ 2,004								\$2,004
66																		
	2.3.7.9	\$ -			PL				\$ -	\$ -								\$0
67																		
	2.3.7.10	\$ 26,064		\$ 50,000	PL				\$ -	\$ 76,064	\$ -							\$76,064
68																		
	2.3.7.11	\$ 17,375			PL	\$ 25,000			\$ -	\$ 42,375								\$42,375
69																		
	2.3.7.12	\$ 18,441			PL	\$ 8,000			\$ -	\$ 26,441								\$26,441
70																		
	2.3.9	\$ 25,152			PL				\$ -	\$ 25,152	\$ -							\$25,152
71																		
	2.3.10	\$ 23,473			PL				\$ -	\$ 23,473	\$ -							\$23,473
72																		
	2.3.10.2		\$ 7,618		FHWA				\$ -	\$ -	\$ -	\$7,618					\$7,618	\$7,618
73																		
	2.3.13	\$ 7,400			PL				\$ -	\$ 7,400								\$7,400
74																		
	2.3.13.3	\$ 15,618			PL	\$ 60,000			\$ -	\$ 75,618	\$ 45,000							\$120,618
75																		

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3	2.3.13.4	Chittenden County I-89 2050 Study (Regional)	Regional	Eleni, Charlie	Jason, Sai, Regina	This is the second year of a multiyear study. The broad intent of this study is to assess the safety, capacity, resiliency and other needs of Interstate 89 and all interchanges in Chittenden County; identify existing and future multimodal needs; develop and evaluate improvements strategies; examine transportation and land use impacts of possible new or expanded interchanges; determine asset management/maintenance needs; and develop an implementation plan for making investments.	Short and long term improvement plan for the I-89 Corridor and Interchanges in Chittenden County.	3/22	\$ 80,770
76	2.3.13.5	Chittenden County I-89 2050 Study (VTrans Funding)	VTrans	Eleni, Charlie	Jason, Sai	This is the second year of a multiyear study. The broad intent of this study is to assess the safety, capacity, resiliency and other needs of Interstate 89 and all interchanges in Chittenden County; identify existing and future multimodal needs; develop and evaluate improvements strategies; examine transportation and land use impacts of possible new or expanded interchanges; determine asset management/maintenance needs; and develop an implementation plan for making investments.	Short and long term improvement plan for the I-89 Corridor and Interchanges in Chittenden County.	3/22	\$ -
77	2.3.16	Scoping Studies (Local and Regional)	Local/Regional	Eleni		Continued advancement of local and regional scoping studies.	Coordination with municipalities, VTrans and other stakeholders regarding implementation of local and regional scoping studies.	ongoing	\$ 2,394
78	2.3.16.17	Lower Village Supplemental Scoping (Huntington)	Huntington	Jason		This supplemental scoping will build on previous work completed in 2016 to address pedestrian, bicycle, bus, truck and vehicular traffic in Huntington's Lower Village. This study will develop conceptual alternatives endorsed by the Selectboard that address safety, mobility, stormwater and other identified issues in the study area.	Preferred alternative endorsed by the town Selectboard for the Huntington Lower Village.	6/21	\$ 2,035
79	2.3.16.19	Queen City Park Road Bike/Ped Scoping (Burlington & South Burlington)	Burlington/ South Burlington	Christine	Bryan, Melanie	This is Scoping Study to develop bicycle and pedestrian connections between the Hannaford Plaza on US Route 7 in South Burlington, along Queen City Park Road and Austin Drive to the Island Line Shared Use Path in Burlington. The project will include all required elements of a VTrans scoping study, such that the City of Burlington or City of South Burlington can pursue funding through the VTrans Bicycle and Pedestrian Program.	Final scoping report with preferred bicycle and pedestrian alternatives.	6/22	\$ 14,579
80	2.3.16.24	Jericho Riverside Village Sidewalk Scoping Study	Jericho	Christine	Marshall	Sidewalk scoping to close the network gaps around the Riverside village triangle.	A report summarizing the scoping process and identifying the preferred alternative.	6/21	\$ 3,228
81	2.3.16.26	South Burlington Multi-site Intersection Scoping	South Burlington	Sai	Jason	This project would evaluate alternatives for 2-3 roadway intersections that the City has identified as being likely candidates for upgrades in the coming years due to city objectives and/or new development. Evaluation could include examining options for signals vs roundabouts, and how to appropriately balance the needs of trucks, cars, bicycles, and pedestrians based on land uses, site conditions, and overall city transportation goals. Candidate intersections would be determined at the start of the project, but could include locations such as Old Farm Road / Kimball Ave; Spear Street / Quarry Hill Road; Hinesburg Road / Meadowland Dr (in coordination with the Agency of Transportation); and Swift Street / Spear Street.	Conceptual plans and preliminary cost estimates for evaluated intersection(s).	6/21	\$ 1,904
82	2.3.16.27	Williston Route 2A Connector Path Scoping Study	Williston	Christine	Sai	Scoping study to evaluate and identify the preferred alignment for a path connection along Beaudry Lane to Route 2A, then parallel to Route 2A to the Vermont State Employee's Credit Union. This path once constructed will connect Essex to Taft Corners.	Scoping report detailing the process and indicating the preferred alternative.	9/21	\$ 4,371
83	2.3.16.28	Richmond Village Sidewalks Scoping Study	Richmond	Jason	Sai, Melanie	This is a scoping study for sidewalks within Richmond Village and areas adjacent to the village. The project would investigate extending existing facilities and connecting facilities that are currently unconnected. The goal of this project is to provide options to create vital pedestrian connections to community resources and commercial corridors within the village, as well as popular destinations outside the Richmond Village.	Scoping report detailing the process and indicating the preferred alternative.	6/22	\$ 18,104
84	2.3.16.29	Mary Street Sidewalk Scoping	South Burlington	Sai	Chris	Scoping of a sidewalk extension on one or both sides of Mary Street to connect pedestrian between Market Street and Williston Road.	Scoping report detailing the process and indicating the preferred alternative.	6/22	\$ 7,684
85	2.3.18	Transportation Model - Ongoing Upgrades and Model Runs	Regional	Jason	Eleni/Sai	1. Enhancements and updates to the travel demand model as needed for the 2023 MTP; 2. On-call assistance from RSG on modeling issues and projects.	1) Updated travel demand model as needed; and 2) Model runs upon request from VTrans and municipalities for projects not included in the UPWP.	ongoing	\$ 6,954
86	2.3.18.1	Evaluating Technology, Policy and COVID-19 Disruptions to Household Travel in Chittenden County	UVM TRC	Jason	Eleni/Sai	This project aims to understand how disruptions caused by technology (autonomous & electric vehicles), policy (GHG mitigation measures) and the COVID-19 pandemic may affect travel behavior and choices in Chittenden County, VT. This targeted survey-based research offers a timely and cost-effective alternative to a full-scale household travel diary study, providing CCRPC with current information on factors most likely to significantly change how households travel in the region. This information will help CCRPC update its MTP, understand limitations in existing travel demand modeling forecasts and evaluate the need for addition household travel data and re-calibration of its travel forecasting models.	Results of the survey and report on the process.	6/22	\$ 13,505
87									

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
3	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
76	2.3.13.4	80,770		\$ 160,000	PL				\$ 7,223	\$ 240,770								\$240,770
77	2.3.13.5			\$ 90,000	FAFF					\$ 90,000	\$ -							\$90,000
78	2.3.16	\$ 2,394			PL				\$ -	\$ 2,394								\$2,394
79	2.3.16.17	\$ 2,035			PL					\$ 2,035	\$ 566							\$2,601
80	2.3.16.19	\$ 14,579		\$ 60,000	PL				\$ -	\$ 74,579	\$ 80,000							\$154,579
81	2.3.16.24	\$ 3,228		\$ -	PL				\$ -	\$ 3,228	\$ 2,000							\$5,228
82	2.3.16.26	\$ 1,904		\$ -	PL				\$ -	\$ 1,904	\$ 12,000							\$13,904
83	2.3.16.27	\$ 4,371		\$ -	PL				\$ -	\$ 4,371	\$ 2,000							\$6,371
84	2.3.16.28	\$ 18,104		\$ -	PL	\$60,000			\$ -	\$ 78,104								\$78,104
85	2.3.16.29	\$ 7,684		\$ -	PL	\$10,000			\$ -	\$ 17,684								\$17,684
86	2.3.18	\$ 6,954		\$ 30,000	PL				\$ -	\$ 36,954								\$36,954
87	2.3.18.1	\$ 13,505			PL	\$40,000			\$ -	\$ 53,505								\$53,505

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3									
88	2.3.19	Transportation Improvement Program (TIP)	Regional	Christine		Process amendments for the current TIP and develop the new FY2021-2024 TIP. Complete the 2021 Capital Program prioritization. Review progress of planned and scoped projects in the county. Continue to participate in the development and testing of the new VTrans project prioritization methodology (VPSP2). Review and provide input on VTrans' New Project Summaries (NPS) for asset management projects.	1) TIP amendments as needed; 2) CCRPC staff will provide VTrans regional priorities for transportation projects based upon a list provided by VTrans; 3) Develop FY2021-2024 TIP; 4) Aid in facilitation of STIP hearing; 5) Test new VTrans prioritization methodology and provide feedback; 6) Develop the FY20 Annual Listing of Projects obligating Federal Funds; 7) Provide VTrans with regional and local input on draft NPS.	ongoing	\$ 53,361
89	2.3.21	Transportation DIRECT COSTS	Regional	Forest		Purchase of direct cost eligible transportation program services and goods such as training, travel, work shop expenses, traffic counter equipment, etc.	1. Acquisition of transportation program direct cost services and goods.	ongoing	\$ -
90	2.4	Transportation Implementation							
91	2.4.2	Municipal Project Management Services (Separate Grants)	Various municipalities	Sai		Project management services for various municipalities. MPM manages and coordinates all project activities and monitor all aspects of project development on behalf of the Municipality while acting as liaison between the Municipality, VTrans, consultants and/or contractors as necessary.	See deliverables for individual MPM Projects.	ongoing	\$ -
92	2.4.2.3	Municipal Project Management Services - Underhill	Underhill	Sai		CCRPC staff acts as a Municipal Project Manager (MPM) for the VT Route 15 sidewalk design and construction project in Underhill which is 80% funded through a VTrans Bicycle and Pedestrian grant award.	Activities include, but not limited to the following: review and monitor a master schedule, permits and approvals; assist the municipality in all right-of-way clearance; coordinate with utility companies; participate in public and stakeholder outreach; review invoices for accuracy and completeness; and provide regular progress reports to Municipality and VTrans.	12/21	\$ 2,857
93	2.4.2.4	Municipal Project Management Services - Hinesburg	Hinesburg	Sai		CCRPC staff acts as a Municipal Project Manager (MPM) for the Village South Sidewalk design and construction project in Hinesburg which is 80% funded through a VTrans Bicycle and Pedestrian grant award.	Activities include, but not limited to the following: review and monitor a master schedule, permits and approvals; assist the municipality in all right-of-way clearance; coordinate with utility companies; participate in public and stakeholder outreach; review invoices for accuracy and completeness; and provide regular progress reports to Municipality and VTrans.	12/22	\$ 7,618
94	2.4.2.5	Municipal Project Management Services - Shelburne	Shelburne	Sai		CCRPC staff acts as a Municipal Project Manager (MPM) for the Irish Hill Road sidewalk and Pedestrian Bridge design and construction project in Shelburne which is 80% funded through a VTrans Bicycle and Pedestrian grant award.	Activities include, but not limited to the following: review and monitor a master schedule, permits and approvals; assist the municipality in all right-of-way clearance; coordinate with utility companies; participate in public and stakeholder outreach; review invoices for accuracy and completeness; and provide regular progress reports to Municipality and VTrans.	12/22	\$ 11,427
95	3.0	MITIGATION & WATER QUALITY							
96	3.1	Hazard & Natural Resource Protection							
97	3.1.5	604(B) Water Quality Project	Regional	Dan		Annual small water quality grant with slightly different focus from year to year.	Work with applicable basin planners to identify the particular assessments that will be entered into the Watershed Projects Database. Relevant assessment types include stormwater master plans, road erosion inventories to support stormwater planning for municipal roads, river corridor plans, illicit discharge detection and elimination reports, or other appropriate assessments including municipally-developed stormwater, green stormwater infrastructure, hazard mitigation, or other planning assessments with water quality relevance.	8/21	\$ 3,493
98	3.1.6	All Hazards Mitigation Plan Update - pending	Regional	Dan	Pam	Support work of the consultant to ensure re-adoption of County and individual municipal All Hazards Mitigation Plans by February 2022.	1. Support consultant if subcontracted (might be able to do under EMPG if not).	2/22	\$ 8,258
99	3.2	Stormwater/Non-point Source Program							
100	3.2.2	Water Quality - Non-transportation	Regional	Dan	Regina, Charlie	Monitoring of and reporting to munis on impacts of Act 138, Water Quality financing mechanisms, Lake Champlain TMDL, etc.	1. Participation in meetings, monitoring and reporting on policies and programs. 2. Participation in meetings and discussion to facilitate desired partnerships between RPCs, municipalities and non-profits related to Water Quality improvements.	ongoing	\$ 12,996
101	3.2.2.1	Regional Stormwater Education Program (RSEP) & Chittenden County Stream Team (CCST)	Regional	Dan		Serve as Lead Agency to implement programs described in an MOU between CCRPC and twelve MS-4 (Municipal Separate Storm Sewer Systems) permittees in County to meet a portion of permit obligations.	1. Provide technical assistance to MS4 Subcommittee of the Clean Water Advisory Committee. 2. Manage subcontractor(s) selected to implement social marketing campaign to assure permittee compliance with Minimum Measure #1, Public Education and Outreach. 3. Manage subcontractor(s) selected to implement programming to assure permittee compliance with Minimum Measure #2, Public Involvement and Participation.	ongoing	\$ 4,851

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
3	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
	2.3.19	\$ 53,361			PL				\$ 2,668	\$ 53,361								\$53,361
88	2.3.21	\$ -			PL			\$ 25,000	\$ -	\$ 25,000								\$25,000
89	2.4																	
90	2.4.2		\$ -		MUNI					\$ -		\$0					\$0	\$0
91			\$ 2,857		MUNI					\$ -		\$2,857					\$2,857	\$2,857
92			\$ 7,618		MUNI					\$ -		\$7,618					\$7,618	\$7,618
93			\$ 11,427		MUNI					\$ -		\$11,427					\$11,427	\$11,427
94	3.0																	
95	3.1																	
96	3.1.5		\$ 3,493		ANR					\$ -		\$3,636					\$3,636	\$3,636
97	3.1.6		\$ 8,258		DEMHS					\$ -		\$8,258					\$8,258	\$8,258
98	3.2									\$ -								
99	3.2.2		\$ 12,996		ACCD					\$ -		\$12,996					\$12,996	\$12,996
100	3.2.2.1		\$ 4,851		MUNI					\$ -		\$4,851	\$0				\$4,851	\$4,851
101																		

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3									
102	3.2.2.5	Water Quality - Basin Planning & Outreach	Regional	Dan		Non-transportation related TMDL assistance to municipalities. Education and training on best practices. Involvement in basin planning processes, including consideration of municipal projects and priorities.	1. Provide technical assistance to Clean Water Advisory Committee. 2. Serve as grant administrator on behalf of VAPDA for its umbrella grant with VT-DEC concerning outreach on Vermont Clean Water Act. 3. Conduct outreach efforts to municipalities to encourage adoption of programs and policies to improve water quality. 4. Participate with VT-DEC staff on development of and implementation of Tactical Basin Plans (Lamoille, Winooski and Northern Direct-to-Lake) and facilitate municipal review and input and municipal prioritization of projects. Current contract ends 9/20; and anticipate another contract following that.	7/21	\$ 26,685
103	3.2.3	Water Quality - Transportation (Regional)	Regional	Chris	Charlie, Dan, Eleni, Regina, Pam, Sai	General CCRPC staff activities assisting municipalities and participating in VTrans and DEC transportation related, stormwater and other clean water initiatives. Consultant assistance in developing conceptual plans and cost estimates for Road Erosion Inventory (REI) sites for Municipal Roads General Permit (MRGP) compliance. Conceptual plans would contain geographic locations, extent, and detailed schematics or examples of various stormwater mitigation infrastructure techniques that will assist in meeting MRGP standards and mitigate roadway stormwater erosion. On call assistance for small water quality projects.	1) Provide assistance, education and training to municipalities related to transportation/stormwater issues; 2) Participation in Clean Water initiatives; 3) Assist towns with road erosion inventories (REI) and prioritization for MRGP compliance; 4) Update REIs based on work conducted by municipalities and upload data to the state's portal; and 5) Continue to develop conceptual plans and budgets for REI sites for Chittenden County municipalities.	ongoing	\$ 67,499
104	3.2.3.20	Water Quality - Transportation (Local Projects)	Individual Municipalities	Chris	Dan	Conduct scoping and provide technical assistance for non-MRGP transportation related water quality municipal projects.	Conceptual plans that address stormwater/transportation issues on municipal roads.	ongoing	\$ 4,123
105	3.2.3.22	Right-of-Way Condition Inventory for Stormwater Retrofit Feasibility – Phase 2 (Burlington)	Burlington	Dan		This multi-year project began in FY20 to create a comprehensive condition inventory of the City's right-of-way, to determine the feasibility of implementing stormwater retrofits to treat and manage stormwater runoff from City streets. Phase 2 will include an inventory in Wards 2 and 3, while Phase 1 included an inventory of Wards 5 and 6.	1) Interactive base map of existing data using ArcGIS Online. 2) Determine areas for initial utility assessment and collection of GPS points, highlight areas for assessment in AGOL, confirm locations with Burlington DPW. 3) Complete initial review of available data bases including but not limited to ANR Resource Atlas and VT Hazardous Sites to identify potential contamination concerns at assessment locations. 4) Initial utility assessment (via DigSafe), collection of GPS points for assessment locations. 5) Conduct or coordinate soil augers - to include observations on soil conditions, infiltration testing, documentation of depth to GW or bedrock (where applicable). 6) Compile data into an interactive map using ArcGIS Online. 7) Draft and final map tool approved by Burlington DPW.	6/22	\$ 1,941
106	3.2.3.23	Essex Stormwater CCTV Inspection - Phase 2	Essex Town	Chris	Sai	The Town began the first phase of assessing the condition of stormwater pipes in 2020. This phase covered the televising of specific areas within the Town and how the data was going to be collected and analyzed. The Town is requesting funding to complete Phase 2 of this project which will continue the framework established in Phase 1 and further develop a prioritization scheme into a schedule for capital planning. Phase 2 consists of hiring a consultant to use a camera to televise the pipes in the areas identified above and generating a condition assessment report that will be consolidated with the condition assessment report completed in Phase 1. The data from Phases 1 and 2 will be used to develop a schedule framework for the replacement of deficient pipes for operational and capital planning.	Condition assessment and digital video in PACP protocol for the stormwater pipes in the selected areas in the town.	6/22	\$ 3,790
107	3.2.3.24	Essex Jct Stormwater CCTV Inspection - Phase 2	Essex Junction	Chris	Sai	The Village began an assessment of the condition of the stormwater pipes in our MS4 permitted area in 2020. This funding application is for Phase 2. Phase 1 established the process including where to TV, how to summarize the data. Phase 2 will continue this framework and further develop the prioritization scheme into a schedule for Capital planning. Phase 2 would consist of hiring a consultant to televise the stormwater pipes in the selected areas. Results would be consolidated into a pre-existing PACP standards condition and replacement report created in Phase 1. Phase 2 data & Phase 1 data would be used to develop a schedule framework for replacement of deficient pipes for capital/operational planning.	Condition assessment and digital video in PACP protocol for the stormwater pipes in the selected areas in the Village.	6/22	\$ 3,790
108	3.2.3.33	Huntington MRGP Implementation Plan	Huntington	Chris	Dan, Sai	Develop a comprehensive 10-year plan to improve all hydrologically connected road segments which do not currently meet MRGP standards, and develop a general maintenance and Capital Plan to use as a guideline for maintaining road segments to standards.	MRGP Implementation Plan and Ongoing Maintenance Plan.	12/21	\$ 3,499
109	3.2.3.36	MRGP & Outfall Improvement Plan	Colchester	Chris	Dan	This project involves the development of an improvement plan for assets subject to regulation under the MRGP permit as well as town-owned outfalls/outlets. The REI work completed by CCRPC identifies areas of improvement needed, but does not go as far as prescribing solutions, identifying the cost of those solutions, or prioritizing investments. The condition assessment and capital programming work completed recently by the town did not include assessment of outfalls (only storm pipes and structures), so a full improvement plan for this suite of assets will complete our stormwater capital programs and clarify the full picture of MRGP compliance costs.	MRGP & Outfall Improvement Plan	6/22	\$ 4,123

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
3	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
102	3.2.2.5		\$ 26,685		ANR					\$ -		\$26,685	\$0			\$223,315	\$250,000	\$250,000
103	3.2.3	\$ 67,499		\$ 30,000	PL					\$ 97,499	\$ 5,000							\$102,499
104	3.2.3.20	\$ 4,123	\$ -		PL					\$ 4,123	\$ -							\$4,123
105	3.2.3.22	\$ 1,941	\$ -		PL	\$ 53,000				\$ 54,941								\$54,941
106	3.2.3.23	\$ 3,790	\$ -		PL	\$ 50,000				\$ 53,790								\$53,790
107	3.2.3.24	\$ 3,790	\$ -		PL	\$ 50,000				\$ 53,790								\$53,790
108	3.2.3.33	\$ 3,499	\$ -		PL					\$ 3,499	\$ 8,500							\$11,999
109	3.2.3.36	\$ 4,123	\$ -		PL	\$ 15,000				\$ 19,123								\$19,123

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3	3.2.3.37	Asset Management Software BMPs	Colchester	Chris	Pam	VueWorks is used by DPW for various asset management needs, with CCRPC hosting VW and assisting the Town with its use. The Town is aware there are more capabilities within VW than are currently utilized. This project proposes bringing a consultant on board to provide VueWorks training for staff, clarify each party's respective responsibility in the shared efforts to use Vueworks, and develop a BMP manual regarding how datasets are maintained and updated. We are interested in streamlining the time spent troubleshooting VueWorks issues and improving our capabilities within the existing software	Asset Management Software BMP Manual	6/22	\$ 4,131
110	3.2.3.38	Westford Village Stormwater Treatment Assessment	Westford	Sai	Chris, Dan	The project is part of a multi-year effort to properly treat stormwater in the Town Center Area and enable redevelopment of the 1705 Route 128 property. Previous studies of stormwater from the roads surrounding the Common and the Common itself identified the existing Common stormwater outlet as causing severe erosion discharging sediment, phosphorus, chloride and excessive stormwater into the Browns River. Through this project, Westford hopes to not only generate a more resilient solution, but also look at alternatives for moving the outlet location to advance the redevelopment of the 1705 Rte 128 Property, which is brownfield site.	Westford Village Stormwater Treatment Assessment	6/22	\$ 12,210
111	3.2.10	WQ Project Development: Direct-to-Lake and Lamoille Basins	DEC	Dan		Through a subgrant from Northwest RPC, this funding will support efforts to pursue water quality improvement projects that will restore and protect Vermont's waters from nutrient loading and sediment pollution in the Lamoille River (Basin7), and the Northern Lake Champlain (Basin 5).	Development of 1-3 projects in Chittenden County with details on potential water quality benefits, potential resource or permitting constraints, and recommend next steps to bring projects to final design and construction.	6/21	\$ -
112	3.2.11	Project Scoping for 3+ Acre Parcels	WCA	Dan		Through a subcontract from Watershed Consulting Associates (WCA), CCRPC staff will assist WCA by working with municipalities and private landowners to develop partnerships to comply with the stormwater general permit requirements for parcels with 3 or more acres of impervious cover. Several sites within Chittenden County will be selected for 30% design that contain 3+ impervious acreage sites. Proposed designs will maximize phosphorus reductions in a cost-effective manner, prioritize infiltration practices where feasible, and incorporate green stormwater infrastructure (GSI). These practices will involve management of additional non-jurisdictional impervious cover abutting the regulated 3-acre sites. As part of the development of these designs, public-private partnerships (P3) will be created to improve water quality locally and across the basin.	A summary of the process and methods used to arrive at the selected municipalities and priority sites including WCA recommendations for an implementation schedule. A brief narrative describing the proposed stormwater treatment practices and anticipated benefits to water quality and hydraulics at each project location will be included.	6/21	\$ -
113	3.2.16	WQ Project Development: Direct-to-Lake Basin	DEC	Dan		Through a subgrant from Northwest RPC, this funding will support efforts to pursue water quality improvement projects that will restore and protect Vermont's waters from nutrient loading and sediment pollution in the Northern Lake Champlain (Basin 5).	Development of 1-3 projects in Chittenden County with details on potential water quality benefits, potential resource or permitting constraints, and recommend next steps to bring projects to final design and construction.	10/21	\$ 4,851
114	3.2.17	Clean Water Service Provider Start-up	DEC	Dan		Via a DEC grant, this funding will support efforts for CCRPC, as the designated Clean Water Service Provider (CWSP) for Basin 5 (Northern Lake Champlain Direct Drainages), to develop CWSP operations and establish the Basin 5 Water Quality Council in preparation for full operation starting in July 2022.	1. Develop a Basin 5 CWSP website 2. Set up grant reporting & project tracking systems 3. Set up CWSP operational policies with CCRPC policies as baseline 4. Establish Basin Water Quality Council and host formative meetings and training sessions, finalize operational policies regarding project ranking and funding 5. Use RFQ to procure engineering firms and partner organizations to implement water quality projects 6. Set-up project management dashboard	6/22	\$ 35,772
115	3.3.3.1	DI Block Grant - Shelburne Boulder Hill	DEC	Dan		This project will result in a Conceptual Design to retrofit the existing Boulder Hill Drive development stormwater pond (M12). The purpose of the retrofit is to increase volume for the Munroe Brook flow restoration plan and improve the design for water quality for phosphorus control plan benefit. This will enable the Town to better obtain grant funds for Final Design and ultimately, construction of this project.	1.Final Design of SW Pond Retrofit 2.Final cost-estimate, required materials, etc. 3.Determination and securing of needed permits	12/21	\$ 1,941
116	3.3.3.2	DI Block Grant - Milton Allen Drive	DEC	Dan		The CCRPC anticipates acting as an administrator on one or more future DIBG grants on behalf of our municipalities.	1.Final Design of Underground SW Treatment System 2.Rough Cost Estimates for same 3.Determination of needed permits	12/21	\$ 1,455
117	3.3.3.3	DI Block Grant - TBD	DEC	Dan		The CCRPC anticipates acting as an administrator on one or more future DIBG grants on behalf of our municipalities.	TBD	12/21	\$ 5,725
118									

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
3	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
110	3.2.3.37	\$ 4,131	\$ -		PL	\$ 15,000				\$ 19,131								\$19,131
111	3.2.3.38	\$ 12,210	\$ -		PL	\$ 20,000				\$ 32,210								\$32,210
112	3.2.10		\$ -		ANR												\$0	\$0
113	3.2.11		\$ -		ANR/WCA												\$0	\$0
114	3.2.16		\$ 4,851		ANR							\$ 4,851					\$4,851	\$4,851
115	3.2.17		\$ 35,772		ANR							\$ 35,772				\$20,000	\$55,772	\$55,772
116	3.3.3.1		\$ 1,941		ANR							\$ 1,941				\$12,748	\$14,688	\$14,688
117	3.3.3.2		\$ 1,455		ANR							\$ 1,455				\$3,610	\$5,065	\$5,065
118	3.3.3.3		\$ 5,725		ANR							\$ 5,725				\$0	\$5,725	\$5,725

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3									
119	3.3.2	Grants in Aid Pilot Program	DEC	Chris	Dan	The purpose of the Grants in Aid Pilot Program is to provide funding for municipalities to implement Best Management Practices (BMPs) on municipal roads to address water quality issues ahead of the forthcoming DEC Municipal Roads General Permit (MRGP). The CCRPC will assist Chittenden County municipalities that apply and receive Grants in Aid funds in FY20.	CCRPC assistance might include but not limited to: 1. Provide maps and road erosion inventory data on municipally owned hydrologically connected roads; 2. Assist municipalities to select priority project locations and BMPs to bring road segments into full compliance with MRGP standards; 3. Attend pre-construction site visits and hold post-construction meetings to document completed conditions; and 4. Coordinate with NRPC (current administrator) and VTrans that will take over as the grant program administrator next year.	12/21	\$ 4,730
120	4.0	RURAL INVESTMENT							
121	4.1	Habitat Preservation							
122	5.0	HEALTH & SAFETY							
123	5.1	Safety - Transportation							
124	5.1.1	Traffic Alert Program	Regional	Emma		Coordinate contracting process with consultant; monitor and assist with issues and challenges.	Implementation of summer/fall 2019 and spring 2020 Traffic Alert Program.	ongoing	\$ 16,058
125	5.1.2	Transportation Safety	Regional	Sai	Eleni	Enhance travel safety in the County by assisting municipalities with safety reviews on local streets. Work with VTrans, the VHSA and the SHSP consultant to determine strategies and identify regional needs based on data. Work with VHSA to distribute information and data to the public on important transportation safety issues as identified by the data. Coordinate with VTrans in their ongoing safety programs including participation in RSARs, SLRS and HSIP programs. Conduct safety studies for municipalities. Participate in the Vermont Highway Safety Alliance (VHSA).	1) Participation in VHSA's task forces, events and initiatives; 2) Staff will coordinate all aspects of Road Safety Audit Reviews with VTrans and municipal staff, review supplement crash data provided by VTrans, and solicit local input; and 3) Participate in the update of the 2021-2025 SHSP and coordinate with VTrans on safety programs and projects in Chittenden County.	ongoing	\$ 11,476
126	5.2	Safety/Emergency Management							
127	5.2.1	Emergency Management Planning Grant (EMPG)	Regional	Christine	Pam, Dan, Regina	Provide planning, technical assistance and recovery efforts to towns, and assist the state. Offer trainings and support.	1. Local Planning: update LEMPS annually. 2. Technical Assistance and Education: two EMD roundtables, trainings, grant writing, ERAF assistance, monthly conference calls, etc. 3. Regional Emergency Management Committee Transition. 4. Statewide Emergency Response: SEOC trainings, after action meetings, participation in state level exercises.	9/21	\$ 58,497
128	5.2.4	Local Emergency Planning Committee (LEPC)	Regional	Christine	Regina	Manage listserv, agenda, presentations, and meetings; Supplemental LEPC grant to develop an Emergency Response Plan.	1. Handle all administrative aspects of committee meetings and activities. 2. Solicit presentations from state/local and national orgs. 3. Communicate all relevant information, resources and training opportunities. 4. Host trainings and meetings. Develop an emergency response plan that will compile regionwide information on risks and emergency management capabilities to provide useful information to local governments, emergency services, emergency management directors, mutual aid systems and other allied agencies.	ongoing	\$ -
129	5.2.5	EMPG - Supplemental	Regional	Christine	Pam, Dan, Regina, Chris	1. In response to remote work, education, health care, and other needs prompted by the COVID-19 response and pandemic state of emergency, CCRPC is assisting the Vermont Public Service Department (PSD) to identify locations with free public Wi-Fi access to the internet that could be available inside cars parked outside of buildings. 2. COVID-19/post-pandemic-related planning efforts. 3. COVID Response information sharing.	1. Identify up to 5 sites per town and assess the functionality of existing public hot spots (signal strength, speed, coverage, ease of login, accessibility, if they are open or locked). 2. CCRPC will work with Williston on planning support for post pandemic planning, public health and safety planning and continuity of operations planning. 3. COVID Response information sharing between VEM and municipalities and other partners.	9/21	\$ 2,017
130	5.2.7	DEMHS - Response & Recovery MOU	Regional	Christine	Dan, Pam	This MOU ensures that RPC staff are 'on call' and available to assist the State if and when needed for natural or man made incidents or disasters. This might involve acting as a local liaison with our member municipalities, contacting them to learn the extent of any damage that might have occurred, and what help, if any, they may need in managing the situation both during the initial response phase of an incident, and also in the recovery phase afterward.	When needed, staff will contact municipal officials on several occasions to check in, and then to summarize and communicate this information and local needs to appropriate State officials.	as needed	\$ -
131	5.2.8	Municipal Public Safety Resource Inventory	Regional	Christine	Dan, Pam	By December 31, 2021, each regional planning commission must create one inventory identifying the public safety resources of each town within its boundaries and report that inventory to all towns. The public safety resource inventory must identify all mutual aid agreements and all public safety plans towns have in place.	Municipal Public Safety Resource Inventory may be part of EMPG	12/21	\$ 7,920
132	5.3	Health							
133	5.3.6	Prevention Center of Excellence	Regional	Melanie	Forest	Assist area organizations with preventing and reducing drug and alcohol use and abuse in the region.	Participate in regular meetings – 10-15 meetings between December 2020 and September 2021, with a final debriefing meeting in October 2021. Direct contributions of content related to the development of a 5-year strategic plan with a focus on youth substance misuse prevention.	11/21	\$ 5,216
134	6.0	EDUCATION							
135	7.0	FINANCE AND GOVERNANCE							
136	7.1	Coordinated Data & GIS Programming							

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
3	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
119	3.3.2		\$ 4,730		ANR					\$ -		\$4,730					\$4,730	\$4,730
120	4.0																	
121	4.1																	
122	5.0																	
123	5.1																	
124	5.1.1	\$ 16,058	\$ -		PL				\$ -	\$ 16,058								\$16,058
125	5.1.2	\$ 11,476	\$ -		PL				\$ -	\$ 11,476								\$11,476
126	5.2																	
127	5.2.1		\$ 58,497		DEMHS					\$ -		\$58,497	\$0				\$58,497	\$58,497
128	5.2.4		\$ -		DEMHS					\$ -		\$0	\$0			\$0	\$0	\$0
129	5.2.5		\$ 2,017		DEMHS					\$ -		\$2,017	\$0				\$2,017	\$2,017
130	5.2.7		\$ -		DEMHS					\$ -		\$0	\$0				\$0	\$0
131	5.2.8		\$ 7,920		DEMHS					\$ -		\$7,920	\$0				\$7,920	\$7,920
132	5.3																	
133	5.3.6		\$ 5,216		UWNWV							\$3,000	\$2,216				\$5,216	\$5,216
134	6.0																	
135	7.0																	
136	7.1																	

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3									
137	7.1.1.2	Online mapping & data	Regional	Pam	Melanie	To provide new and maintain existing online resource mapping tools. Work to present the 2018 ECOS Plan in a more user friendly format.	1. Continue to refine ChittendenCountyVT online map (ECOS plan) and other online maps. 2. Work with VCGI to update our data in ESRI's World Topographic Map. 3. Develop additional online maps as requested. 4. ECOS Plan regional analysis, data in an online format.	Ongoing	\$ 66,048
138	7.1.1.3	Municipal Technology Hosting	Colchester, Winooski	Pam		Provide GIS mapping services for integration into Colchester's online permitting software and Winooski's asset management software.	Update and maintain online map services for Colchester and Winooski.	Ongoing	\$ 1,956
139	7.1.1.4	Transportation Resiliency Planning & Mapping	Regional	Pam		Following implementation of TRPT in several watersheds over the last few years, the next stage of resiliency planning is moving towards integrating the results of the regional analysis and TRPT into town and regional transportation planning efforts including, but not limited to, hazard mitigation planning, capital planning, adopted town plans and regional transportation plans. In addition to the TRPT, the Statewide Flood Vulnerability Assessment and ANR River Corridor analysis could be used to support this planning.	1) Review damage data, local road importance and other pieces that go into the TRPT once consultant has provided information as they work through all watersheds in the state; and 2) Use the Statewide Flood Vulnerability Assessment, ANR River Corridor analysis and TRPT information to support hazard mitigation planning, capital planning, transportation planning, and other work with individual municipalities.	12/21	\$ 1,956
140	7.1.1.7	Vermont Municipal Bond Bank GIS Tool	Regional	Pam	Regina	The Vermont Municipal Bond Bank (d/b/a Vermont Bond Bank) has requested assistance in developing an online, interactive and public facing GIS tool so decision makers can access their data on capital investments and projects.	1. Develop GIS dataset of Bond locations using spreadsheet provided by the Bond Bank. 2. Incorporate developed data into a GIS application. 3. Incorporate additional data sets as requested and if accessible by CCRPC. 4. Develop a customized Dashboard and HUB site (or equivalent) to display the Bond Bank data, including widgets. 5. Along with the Bond Bank, investigate options for long-term hosting and maintenance of the site.	12/21	\$ 2,347
141	7.1.2	Data Development & Maintenance & GIS Programming	Regional	Pam/Chris	Melanie, Marshall, Sai Taylor, Jason	Continue to develop and maintain the GIS data library and provide GIS services and assistance. Continue to collect transportation data including infrastructure inventories, traffic, bike/ped, park & ride, and other counts (as requested by municipalities and stated in the TPI Guidance). Collect and report data on the following programs: Town Highway Major Collector (HPMS) and Model Inventory of Roadway Elements (MIRE).	1) Update of Housing points data; 2) Update of Commercial/Industrial Sites data; 3) Update bike/ped data; 4) Update of infrastructure inventories (culverts, signs, sidewalks, etc.); 5) Updates to municipal zoning and regional future land use data as needed; and submit updates to VCGI annually; 6) Update of TIP GIS data and maps; 7) Updates and/or data development as needed or requested; 8) Conduct traffic counts as requested by municipalities and provide all relevant traffic data to VTrans by the required deadline; 9) Report highway improvement data for TH Major Collectors (HPMS) data to VTrans at the end of each calendar year; 10) Collect and provide Bike, Pedestrian and Park & Ride count data to VTrans, based on the latest TPI Guidance; 11) Use existing data/sources to identify and report to VTrans the surface types on Class 2, 3 and 4 town highways in the county; 12) Conduct public transit bus stop inventories per TPI Guidance 13) Update vtculvert.org and provide annual summary of bridge & culvert inventories to VTrans as directed by TPI Guidance; 14) Update data for inclusion in ESRI's World Topographic Basemap; 15) Review 2020 Census materials as needed; 16) GIS services (maps, data, technical assistance) to member municipalities, state agencies, regional partners and general public as requested; and 17) South Burlington GIS inventory of on-street parking spaces in the City Center area (and possibly other high-volume areas such as Farrell Street). The inventory would identify the allowed parking areas, recognizing curb cuts, etc. and assign to a GIS system by side of the street.	ongoing	\$ 281,537
142	7.1.3	VT Online Bridge & Culvert Inventory Tool (VTCulverts)	Regional	Pam		Continue to maintain, enhance and provide technical assistance for user's of the VOBCIT program (www.vtculverts.org).	1. Work with project partners to continue to improve and enhance the VOBCIT website. 2. Provide technical support to users of the website. 3. Provide Training to municipal staff (public works, road foremen) on using VOBCIT. 4. Input updated bridge and culvert inventories into vtculverts.	ongoing	\$ 4,890
143	7.2	Coordinated County Performance Monitoring							
144	7.2.1	ECOS Annual Report: Non-Transportation	Regional	Melanie	Emma	Orchestrate the creation of 2020 ECOS Annual Report including the development of an online indicator system.	1. Update online indicators. 2. 2021 accomplishments of partners in implementing ECOS Plan. 3. 2021 ECOS Annual Report. 3. Provide annual reporting to DHCD (9/30).	ongoing	\$ 15,159
145	7.2.2	ECOS Annual Report: Transportation	Regional	Melanie	Eleni, Emma	Orchestrate the creation of 2020 ECOS Annual Report including the development of an online indicator system.	1. Update indicators. 2. Draft of online indicators website. 3. 2021 accomplishments of partners in implementing ECOS Plan. 4. 2021 ECOS Annual Report.	ongoing	\$ 12,586
146	7.2.4	ECOS Plan Updates	Regional	Regina	Melanie, Emma, Dan, Taylor	Staff will begin developing the 2023 Plan update.	Prepare the workplan schedule and begin planning for the 2023 Plan update.	6/23	\$ 66,195
147	7.2.5	ECOS MTP Plan Update - Transportation	Regional	Eleni	Jason, Christine, Pam, Melanie	Staff will begin developing the 2023 Plan update.	Prepare the workplan schedule and begin planning for the 2023 Plan update.	6/23	\$ 30,329
148	7.3	Education & Outreach							
149	7.3.1	Municipal Training: Non-Transportation	Regional	Taylor	Regina	Provide municipal trainings on potential topics as described in FY22 ACCD contract.	1. Conduct at least two training sessions to promote statewide awareness with participant surveys. 2. Report on training needs received on survey forms or municipal consultations. 3. Publicize and assist as needed to deliver statewide training requested by DHCD in our region.	ongoing	\$ 3,144

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
3	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
137	7.1.1.2	\$ 66,048	\$ -		PL				\$ -	\$ 66,048								\$66,048
138	7.1.1.3		\$ 1,956		MUNI					\$ -		\$4,000					\$4,000	\$4,000
139	7.1.1.4	\$ 1,956	\$ -	\$ -	PL			\$ -	\$ -	\$ 1,956	\$ 1,750							\$3,706
140	7.1.1.7		\$ 2,347		Bond Bank					\$ -		\$2,347					\$2,347	\$2,347
141	7.1.2	\$ 281,537	\$ -		PL			\$ 13,500	\$ -	\$ 295,037								\$295,037
142	7.1.3	\$ 4,890	\$ -	\$ 3,000	SPR			\$ 2,000	\$ -	\$ 9,890								\$9,890
143	7.2																	
144	7.2.1		\$ 15,159		ACCD					\$ -		\$15,159					\$15,159	\$15,159
145	7.2.2	\$ 12,586	\$ -		PL				\$ -	\$ 12,586							\$0	\$12,586
146	7.2.4		\$ 66,195		ACCD					\$ -		\$66,195					\$66,195	\$66,195
147	7.2.5	\$ 30,329	\$ -		PL				\$ -	\$ 30,329								\$30,329
148	7.3																	
149	7.3.1		\$ 3,144		ACCD					\$ -		\$3,144					\$3,144	\$3,144

	A	B	C	D	E	F	G	I	AC
	Task #	Task Name	Municipality or Partner Agency	Staff Lead	Staff Support	Task Description	Task Deliverable(s)	End Month/Year	TOTAL \$ CCRPC Staff
3									
150	7.3.2	Municipal Training: Transportation	Regional	Chris	Bryan	Deliver regular trainings on a variety of transportation topics using statewide training modules where applicable. Training topics may include: Highway Foremen's Meetings, complete streets, stormwater management, etc.	1. Host at least one road foremen meetings. 2. Present specific topics or other information (e.g., complete streets, road and bridge standards, etc.) to municipalities as needed. 3. Education and outreach events as requested.	ongoing	\$ 3,367
151	7.3.3.1	Community Outreach & Partnerships: Non-Transportation	Regional	Charlie	Regina, Emma	Participate in member, legislative and partner outreach to achieve the partnerships necessary to realize the ECOS Plan goals not related to transportation.	Non-transportation related: 1. Ongoing outreach to community through web, notices and newsletter. 2. Continue and build partnerships with ECOS Partners to further ECOS Plan strategy implementation. 3. Monitor and participate as needed in policy and legislative discussions.	ongoing	\$ 98,139
152	7.3.3.2	Community Outreach & Partnerships: Transportation	Regional	Charlie	Eleni, Emma	Participate in member, legislative and partner outreach to reinforce partnerships necessary to realize the ECOS/MTP transportation goals. Work with municipalities and partners to develop a transportation program that meets the ECOS/MTP goals.	Transportation-related: 1. Ongoing outreach to community through web, notices and newsletter. 2. Continue and build partnerships with ECOS Partners to further MTP implementation. 3. Monitor and participate as needed in policy and legislative discussions. 4. Outreach to municipalities on projects and needs as part of the UPWP development.	ongoing	\$ 79,126
153	7.4	Regional or Shared Services							
154	7.4.1	Regional or Shared Services	Regional	Charlie	Emma, Regina	Provide staff support to municipally requested assistance on potential shared services.	Facilitate regional dispatch implementation process as needed, primarily as Assistant Secretary to the CCPSA board.	ongoing	\$ 8,526
155	7.4.2	ARPA Municipal Assistance	Regional	TBD	TBD	Provide staff support to municipalities as directed by the legislature to assist with ARPA compliance reporting.	Assistance on deployment of COVID funds for infrastructure: water, wastewater and broadband. Money needs to be spent by 2024. Municipal documentation of ARPA eligible costs. Information and/or training provided to municipalities.	6/23	\$ 13,578
156	8.0	EQUITY & ENGAGEMENT							
157	8.1	Equity & Engagement Programming and Planning							
158	8.1.1	Title VI and Public Participation Plan	Regional	Emma	Bryan, Eleni	Continue to implement Title VI strategy and the Public Participation Plan (PPP) including the advancement of new forms of engagement as detailed in the PPP such as small engagement grants to target special interest constituencies for key regional transportation projects. Engage in equity work with a consultant.	1. Reporting and implementation of Title VI program outreach. 2. Implementation of PPP. 3. Hire special interest constituencies as needed. 4. Update PPP elements as needed. 5. Conduct training of board and staff as appropriate. 6. Plan for and hold an equity summit. 7. Begin to implement recommendations from the equity work as appropriate. 8. Draft application for VTrans to apply for RAISE grant to implement recommendations of transportation equity framework analysis conducted under Task 8.1.3.	ongoing	\$ 51,458
159	8.1.3	Transportation Equity Framework	Regional	Charlie	Bryan, Eleni, Emma	The Agency of Transportation, in consultation with the State's 11 Regional Planning Commissions (RPCs), shall undertake a comprehensive analysis of the State's existing transportation programs and develop a recommendation on a transportation equity framework through which the annual Transportation Program, and the Agency's Annual Project Prioritization Process, can be evaluated so as to advance mobility equity, which is a transportation system that increases access to mobility options, reduces air pollution, and enhances economic opportunity for Vermonters in communities that have been underserved by the State's transportation system.	1. In conducting the analysis, the Agency, in coordination with the State's 11 RPCs, shall seek input from individuals who are underserved by the State's current transportation system or who may not have previously been consulted as part of the Agency's planning processes. 2. In order to aid the Agency in conducting the analysis required under subsection (a) of this section, the State's 11 RPCs shall convene regional meetings focused on achieving equity and inclusion in the transportation planning process. Meeting facilitation shall include identification of and outreach to underrepresented local communities and solicitation of input on the transportation planning process pursuant to the transportation planning efforts required under 19 V.S.A. § 10I. 3. Review draft report before it is sent to the legislature.	12/21	\$ -
160									
161									\$ 2,295,591
162									

	AD	AE	AF	AG	AH	AI	AJ	AK	AM	BC	BD	BJ	BK	BL	BM	BN	BO	BP
	Task #	Trans. Related staff cost	Planning Related staff costs	Trans. Consultants Regionally Matched	Funding Source	Consultant Costs Match with Local Funding	GMT	Trans. Direct Expense	inkind	TOTAL NEW Transportation BUDGET FY21	Total Carryover from FY21	Fed/State/Muni Contract - Staff Costs	ACCD - Staff Costs	Muni - Staff Costs	Muni Contribution	Planning Direct Costs	Total Planning FY21	GRAND TOTAL
3																		
150	7.3.2	\$ 3,367	\$ -		PL				\$ -	\$ 3,367								\$3,367
151	7.3.3.1		\$ 98,139		ACCD					\$ -		\$98,139				\$20,000	\$118,139	\$118,139
152	7.3.3.2	\$ 79,126	\$ -		PL				\$ -	\$ 79,126								\$79,126
153	7.4																	
154	7.4.1		\$ 8,526		ACCD					\$ -		\$8,526	\$0			\$0	\$8,526	\$8,526
155	7.4.2		\$ 13,578		ACCD					\$ -		\$13,636	\$0	\$0		\$0	\$13,636	\$13,636
156	8.0																	
157	8.1																	
158	8.1.1	\$ 51,458	\$ -	\$ 60,000	PL				\$ -	\$ 111,458	\$ 10,000							\$121,458
159	8.1.3	\$ -	\$ -	\$ 50,000	PL				\$ -	\$ 50,000								\$50,000
160																		
161		\$ 1,585,040	\$ 710,551	\$ 747,000		\$ 988,900	\$ 402,340	\$ 40,500	\$ 12,430	\$ 3,763,780	\$ 303,226	\$ 302,912	\$ 409,884	\$ -	\$ -	\$ 423,522	\$1,136,318	\$5,203,323
162																		

PROJECTED RESOURCES

Funding Source	Federal Share	State Match	Local/Other Match*	Total Funding
Consolidated PL	\$ 2,893,980	\$ 278,858	\$ 444,638	\$ 3,617,475
FTA - E&D	\$ 18,844	\$ -		\$ 18,844
SPR - Go Vermont	\$ 32,000	\$ 8,000		\$ 40,000
SPR - VTCULVERTS	\$ 7,912	\$ 1,978		\$ 9,890
FAFF - (I-89 study)	\$ 81,000	\$ 9,000		\$ 90,000
Subtotal New Funds:	\$ 3,033,736	\$ 297,836	\$ 444,638	\$ 3,776,209
FY20 C/O - FAFF	\$ -	\$ -		\$ -
Consolidated PL	\$ 242,581	\$ 11,070	\$ 49,575	\$ 303,226
TOTAL Carrover:	\$ 242,581	\$ 11,070	\$ 49,575	\$ 303,226
TOTAL FUNDING	\$ 3,276,317	\$ 308,905	\$ 494,213	\$ 4,079,435

* includes matching funds from local communities & GMT sources.
 At mid-year adjustment, carryover funds are included in total new funds.

PROJECTED TRANSPORTATION EXPENDITURES

CCRPC Staff	\$ 1,597,469		
Direct Expenses	\$ 40,500		
GMT	\$ 402,340	\$	4,079,435
Regionally Matched Consultants	\$ 747,000	\$	4,079,435
Locally Matched Consultants	\$ 988,900	\$	-
C./O from FY21 (inc. in consultant costs)	\$ 303,226		
TOTAL PROJECTED EXPENDITURES	\$ 4,079,435		