



MEMORANDUM

TO: TPB Technical Committee
FROM: Lyn Erickson, TPB Plan Coordination and Program Director
SUBJECT: 2018 Long Range Transportation Plan (LRTP) Quadrennial Update
DATE: February 24, 2017

The purpose of this memo is to outline key elements of and the schedule for the quadrennial update of the 2018 long-range transportation plan. Federal law requires that each MPO develop a long range transportation plan every four years in a non-attainment area. The last official update to the long range plan was approved by the TPB on October 15, 2014. The new plan must be approved no later than October 17, 2018 in order to meet the federal deadline. Activities have already begun to meet this objective. A summary schedule is appended to this memo for your reference.

UNFUNDED CAPITAL NEEDS

February 2015 – December 2016

Purpose

In 2015 and 2016, the TPB compiled and analyzed a master list of projects that provided baseline information about the region's unfunded capital needs.

Objectives

- Compiled an inventory of transportation projects that are included in approved plans of the TPB's member jurisdictions, but are not anticipated to be funded.
- Analyzed the regional system impacts of the unfunded inventory, known as the All-Build Scenario. This analysis was compared with a No-Build Scenario and a Planned Build (CLRP) Scenario.

Activities and Milestones

Staff compiled the inventory, which became known as the All-Build Scenario, in 2015 and analyzed it in 2016. Beginning in September 2015, this work was guided by the TPB's Unfunded Capital Needs Working Group, and will now be overseen by the Long-Range Plan Task Force. Staff presented analysis of the All-Build analysis in September 2016. The TPB accepted a final report on the analysis in December 2016.

Product

A report titled "From No-Build to All-Build: Analyzing a Continuum of Transportation Scenarios Including Unfunded Capital Needs." The report will provide core content for the unfunded element of the 2018 long range transportation plan.

STAKEHOLDER AND PUBLIC OUTREACH

January - August 2017

Purpose

Prior to the release of the Call for CLRP Projects, the will conduct public outreach to 1) get feedback on regional challenges and opportunities, and 2) sharpen the TPB's articulation of its policies and objectives so that TPB members have a basis for discussing and approving the 2018 Long-Range Transportation Plan.

Objectives

- Inform the public and stakeholders about:
 - Regional policies (particularly the Regional Transportation Priorities Plan or RTPPP).
 - Anticipated changes in the region, including land-use forecasts (jobs and population), forecasts for transportation funding, and the impacts of technology.
 - Planned transportation projects— those that are funded (in the 2016 CLRP) and those that are not funded (All-Build inventory, which includes more than 500 projects that are included in the approved plans of the TPB's members).¹
- Solicit feedback about the preferences of stakeholders and the public regarding regional transportation policies and strategies.

Activities and Milestones

A variety of activities and outreach tools will be used to engage stakeholders and residents from throughout the region. The activities will be conducted in the following phases:

- Scoping: Develop parameters for public outreach, February-March 2017
- Preparation: Develop and test messages, content and tools, March - April 2017
- Outreach: Take the pulse of the region, May - September 2017
- Findings: Present feedback to decision-makers, October-December 2017

Product

A summary report of these activities will be drafted for use in the Call for Projects in October 2017.

FINANCIAL PLAN

February - September 2017

Purpose

The financial plan gathers and synthesizes information on revenues and expenditures. These forecasts provide the basis for the long-range plan's financial constraint, a requirement of federal law. The 2015 Federal Certification Review offered some additional suggestions for improvement which will be addressed in this plan and are included for your reference as an attachment to this memo.

Objectives

- Identify revenues

¹ This outreach may use the All-Build inventory as a resource for discussion, but at this time we are assuming it will not explicitly seek to identify a limited list of priority projects.

- Identify anticipated expenditures
- Identify funding for additional expenditures or anticipated shortfalls
- Provide a reconciliation of revenues and expenditures

Activities and Milestones

The financial plan committee will meet on a monthly basis. TPB staff will work individually with each agency to ensure compliance in a timely manner.

Product

A financial plan will be developed that is a free-standing document and will also be a component/element to be integrated into the final plan document. The draft report will be available to participants by the end of September 2017.

CONSTRAINED ELEMENT OF THE LRTP

October 2017 – October 2018

Purpose

This element of the plan will meet federal requirements as the CLRP did in the past. The identification of a financially constrained list of projects will continue to provide a true articulation of the priority projects of the TPB's member jurisdictions. The summary schedule can be found on page 6 of this memo.

Objectives

- Develop a list of projects that are anticipated to be funded over the life of the plan.
- Conduct air quality analysis to ensure conformity.
- Conduct focused public involvement activities, including two public comment periods: 1) on project submissions, and 2) on the final plan, including the financially constrained component.
- Approve a final plan that includes a constrained element that meets all federal requirements.

Activities and Milestones

The milestones and deadlines will be comparable to past CLRP updates. See attached schedule on page 6:

- Release Call for Funded Projects – October 2017
- Submission deadline for funded projects – December 2017
- Public comment period on project submissions – January-February 2018
- TPB approval of project submissions – February 2018
- Staff conducts conformity analysis – Spring-Summer 2018
- Staff develops performance analysis – Summer 2018
- Public comment period on plan and conformity – September - October 2018
- TPB approves final plan, TIP, and conformity – October 2018

LONG-RANGE PLAN – OVERARCHING INTEGRATION AND PROMOTION

January 2017 – October 2018

Purpose

As a process and a final document, the plan will be commonly understood to represent a synthesis of the region's transportation goals and an articulation of the realities the region faces.

Objectives

- Ensure all the previously described pieces of the planning process are coordinated.
- Develop a compelling title and graphic branding (and any other overarching identifiers) to unify all planning activities.
- Provide interesting, useful and attractive information to develop a common understanding of challenges and opportunities, agreed-upon strategies, and approved projects.

Activities and Milestones

- Agree upon a title and necessary branding
- Develop website and other communications tools
- Develop publications at key intervals and final plan document

Products: Website; Plan document

SUPPLEMENTAL DATA

These attachments are included in the following pages:

- Schedule for Developing the 2018 Quadrennial Update of the TPB's Long-Range Transportation Plan
- Conformity Schedule for the Constrained Element of the Plan
- Excerpt from the 2015 TPB Certification Review Finding specifying additional information needed for the financial element of the plan

Schedule for Developing the 2018 Quadrennial Update of the TPB's Long-Range Transportation Plan

	2016				2017				2018			
	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec
I. Unfunded Capital Needs – Scenario Analysis												
• Compile the AB Build Inventory (2015)												
• Analyze the All-Build and No-Build Scenarios												
• Report: Present the scenario report for Board acceptance												
II. Stakeholder and Public Outreach												
• Engagement activities and public information												
• Report: Outreach Summary for use in the Call for Projects												
III. Financial Plan												
• Identify revenue projections												
• Identify anticipated expenditures												
• Identify funding for additional expenditures or anticipated shortfalls												
• Provide a reconciliation of revenues and expenditures												
IV. Constrained Element of the LRP												
• Call for Funded Projects – October 2017												
• Submission deadline for funded projects – December 2017												
• Public comment period on project submissions – Dec-January 2018												
• TPB approval of project submissions – January 2018												
• Staff conducts conformity analysis – Spring-Summer 2018												
• Staff develops performance analysis – Summer 2018												
• Public comment period on plan and conformity –Sep-Oct 2018												
• TPB approves final plan, TIP, and conformity – October 2018												
V. Integration of Planning Activities and Documentation												
• Agree upon a title and necessary branding												
• Develop website and other communications tools												
• Develop publications at key intervals and final plan document												

CONFORMITY SCHEDULE FOR DEVELOPMENT & ADOPTION

of the 2018 Long Range Transportation Plan (LRTP) & FY 2019-2024 Transportation Improvement Program (TIP)

2017	September 20*	TPB is briefed on the draft Call for Funded Projects document.
	October 18*	TPB releases final Call for Funded Projects. Transportation agencies begin submitting project information through online database.
	November 10	DEADLINE: Transportation agencies complete online submission of draft project inputs.
	December 1	Technical Committee reviews draft LRTP & TIP project submissions and draft Scope of Work for the Air Quality Conformity Analysis.
	December 14	LRTP & TIP project submissions and draft Scope of Work released for 30-day comment period.
	December 20*	TPB is briefed on project submissions and draft Scope of Work.
2018	January (TBD)	TPB staff briefs Metropolitan Washington Air Quality Committee Technical Advisory Committee (MWAQC TAC) on submissions and Scope of Work.
	January 13	Comment period ends.
	January 17*	TPB reviews comments and is asked to approve project submissions and draft Scope of Work.
	March 2	DEADLINE: Transportation agencies finalize LRTP forms (including Congestion Management Documentation forms where needed) and inputs to the FY 2019-2024 TIP. Submissions must not impact conformity inputs. Note that the deadline for changes affecting conformity inputs was December 15, 2017.
	May 10	Public Forum on the development of the FY 2019-2024 TIP.
	September 7	Technical Committee reviews draft LRTP & TIP and Conformity Analysis.
	September 13	Draft LRTP, TIP and Conformity Analysis are released for 30-day comment period at Citizens Advisory Committee (CAC) meeting. LRTP Performance Analysis published.
	September 19*	TPB is briefed on the draft LRTP & TIP and Conformity Analysis.
	October (TBD)	TPB staff briefs MWAQC TAC on the draft LRTP & TIP and Conformity Analysis.
	October 13	Comment period ends.
October 17*	TPB reviews comments and responses to comments, and is presented with the draft LRTP & TIP and Conformity Analysis for adoption.	

* Regularly scheduled TPB meeting.

Section 2-7: Financial Planning

Basic Requirement: The metropolitan planning statutes state that the long-range transportation plan and TIP (23 U.S.C. 134 (j) (2) (B)) must include a "financial plan" that "indicates resources from public and private sources that are reasonably expected to be available to carry out the program." Additionally, the Statewide Transportation Improvement Program (STIP) may include a similar financial plan (23 U.S.C. 135 (g)(5)(F)). The purpose of the financial plan is to demonstrate fiscal constraint. These requirements are implemented in transportation planning regulations for the metropolitan long-range transportation plan, TIP, and STIP. These regulations provide, in essence, that a long-range transportation plan and TIP can include only projects for which funding "can reasonably be expected to be available" [23 CFR 450.322(f)(10)(metropolitan long-range transportation plan), 23 CFR 450.324(h) (TIP), and 23 CFR 450.216(m)(STIP)]. In addition, the regulations provide that projects in air quality nonattainment and maintenance areas can be included in the first two years of the TIP and STIP only if funds are "available or committed" [23 CFR 450.324(h) and 23 CFR 450.216(m)]. Finally, the Clean Air Act's transportation conformity regulations specify that a conformity determination can only be made on a fiscally constrained long-range transportation plan and TIP [40 CFR 93.108].

Finding of Federal Review: For the MPO's CLRP preparation, the overall revenue forecasts for the Virginia DOT, Maryland DOT, the District of Columbia DOT, WMATA, and the local jurisdictions are prepared under their own procedural requirements. The region has expended significant effort in documenting fiscal constraint with the Plan and the TIP, and only projects for which funding can reasonably be expected to be available are included. New projects, in addition to previously proposed projects, are then reviewed to make sure they meet the financial constraint requirement as well as the region's air quality attainment goals. However, it is expected that TPB's regional process determine that there is a basis in current practice for funds to be expected and the funds expected must be consistent with past rates of historical growth. FHWA and FTA suggest additional improvements and refinements to the financial planning and fiscal constraint processes. TPB should continue to work closely with partners to develop and document revenue and expenditure assumptions and forecasts. In addition to the significant technical work associated with these efforts, it is anticipated that the financial plan will demand policy decisions to document the thresholds for safe and adequate maintenance of the system and to document proposed reasonably available revenue. These policy determinations are crucial as transportation needs continue to outpace available resources. These trade-offs are particularly important to consider as members also seek to advance systems to a state of good repair, incorporate system enhancements, and implement major capital projects.

Schedule for Process Improvement / Recommendation: The States (DC-MD-VA) should work with TPB to create high standards of transparency and accountability for State revenue and expenditure assumptions and forecasts.