

2026-2027 Unified Planning Work Program

APRIL 18, 2025



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ENDORSEMENTS

| <u>Committee/Agency</u> | <u>Date of Endorsement</u> | <u>Amended</u> |
|---|--------------------------------|----------------|
| ROCKINGHAM PLANNING COMMISSION | | |
| Technical Advisory Committee | _____ | _____ |
| MPO Policy Committee | _____ | _____ |
| Technical & Budget Revisions (Funding & Task Tables) | _____ | _____ |
| NH DEPARTMENT OF TRANSPORTATION | _____ | _____ |



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Figure 1: RPC Region

Total Population by Municipality 2020

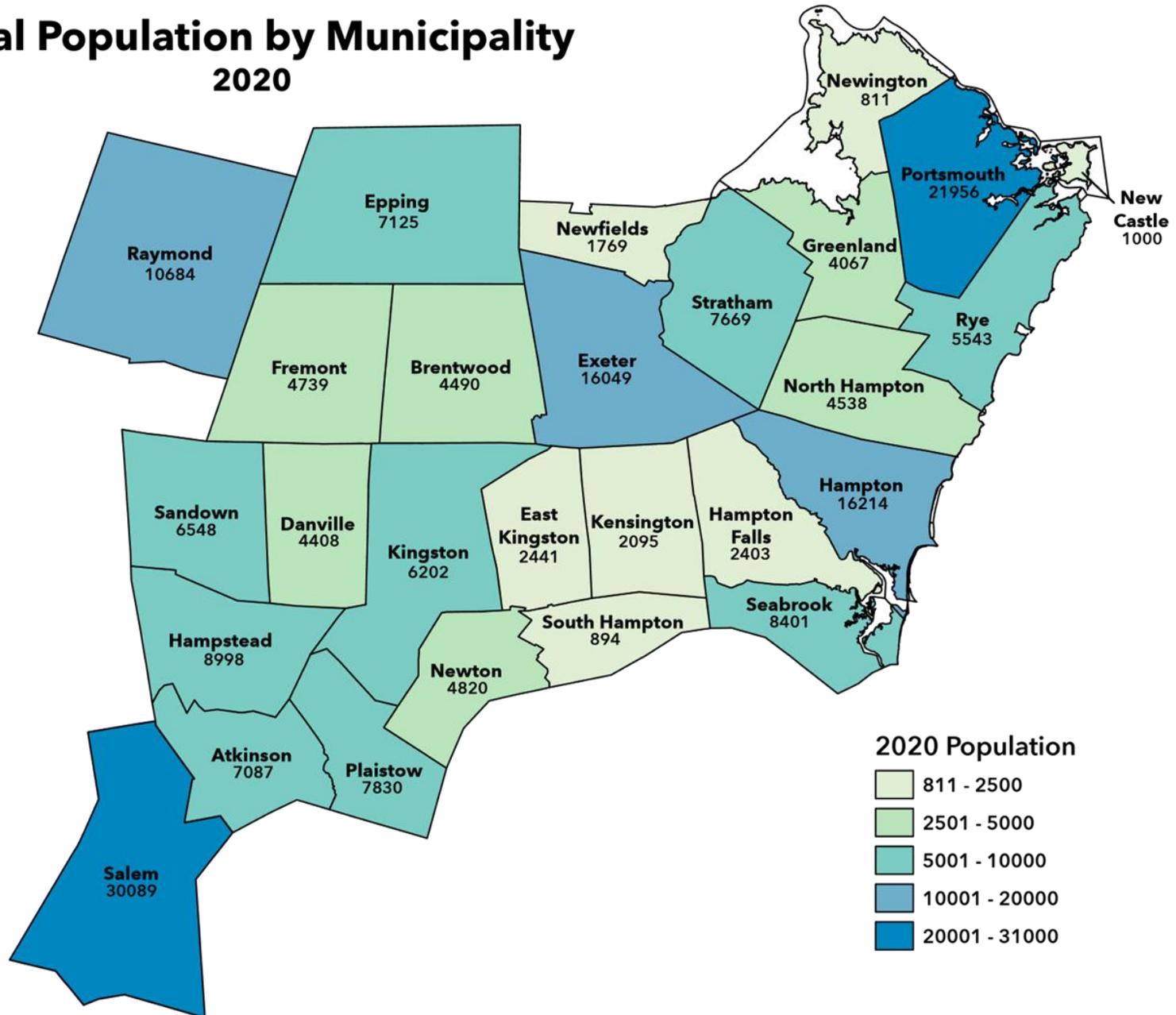


Figure 2: List Of Abbreviations & Acronyms

Agencies & Organizations

ACT..... Alliance for Community Transportation
 AHA..... NH Alliance for Healthy Aging
 AMPO Association of Metropolitan Planning Organizations
 APA American Planning Association
 CART..... Greater Derry-Salem Cooperative Alliance for Regional Transportation
 CAW Climate Action Workgroup
 COAST Cooperative Alliance for Seacoast Transportation
 CTAA..... Community Transit Association of America
 ECGA..... East Coast Greenway Alliance
 EPA..... Environmental Protection Agency
 FHWA..... Federal Highway Administration
 FTA..... Federal Transit Administration
 GACIT Governor’s Advisory Commission on Intermodal Transportation (State)
 HSEM..... Homeland Security and Emergency Management (State)
 MOWRC..... Meals on Wheels of Rockingham County
 MTA Manchester Transit Authority
 MVPC..... Merrimack Valley Planning Commission (MPO)
 NARC National Association of Regional Councils
 NEIWPC..... New England Interstate Water Pollution Control Commission
 NHSGA NH Seacoast Greenway Alliance
 NNECAPA ... Northern New England Chapter of the American Planning Association
 NNEPRA..... Northern New England Passenger Rail Authority
 NHDES NH Department of Environmental Services
 NHDHHS NH Department of Health & Human Services
 NHDOT NH Department of Transportation
 NRPC Nashua Regional Planning Commission (MPO)
 OMB Office of Management and Budget (Federal)
 OSI NH Office of Strategic Initiatives
 PDA Pease Development Authority
 PNSY Portsmouth Naval Shipyard
 PREP Piscataqua Region Estuaries Partnership
 RCC..... Regional Coordination Council for Community Transportation
 REDC Regional Economic Development Center
 RPC..... Rockingham Planning Commission (MPO)
 SABR..... Seacoast Area Bike Riders
 SCCNH..... State Coordinating Council for Community Transportation

SHEA..... Seabrook-Hamptons Estuary Alliance
 SMPDC..... Southern Maine Planning & Development Commission (MPO)
 SNHPC..... Southern New Hampshire Planning Commission (MPO)
 SRPC Strafford Regional Planning Commission (MPO)
 SWA Southeast Watershed Alliance
 TASC..... Transportation Assistance for Seacoast Citizens
 USDOT US Department of Transportation
 URISA..... Urban and Regional Information Systems Association

Plans and Programs

CEDS..... Comprehensive Economic Development Strategy
 CMAQ Congestion Mitigation/Air Quality Program
 CMP..... Congestion Management Process
 HPMS..... Highway Performance Monitoring System
 HSIP Highway Safety Improvement Program
 JLUS Portsmouth Naval Shipyard Joint Land Use Study
 LRTP Long Range Transportation Plan (also referred to as the Plan)
 MTP..... Metropolitan Transportation Plan (alternate name for the LRTP)
 NFPP..... National Freight Performance Program
 NHCP New Hampshire Coastal Program (part of NHDES)
 NHPP National Highway Performance Program
 NHS..... National Highway System
 PEL..... Planning and Environmental Linkages
 PL..... Metropolitan Planning Funds administered by FHWA
 RSMS Road Surface Management Systems
 RTP..... Recreational Trails Program
 Section 5305dMPO Planning Funds (FTA)
 Section 5305e.....State Planning & Research Program (FTA)
 Section 5307Urban Formula Funding Program (FTA)
 Section 5310Enhanced Mobility for Seniors and Individuals with Disabilities Program (FTA)

| | |
|--------------------|--|
| Section 5339 | Bus and Bus Facilities Program (FTA) |
| SIP | State Implementation Plan (for Air Quality Conformity) |
| SPR | State Planning and Research Program |
| STBG | Surface Transportation Block Grant Program |
| TAP | Transportation Alternatives Program |
| TIP | Transportation Improvement Program |
| UPWP | Unified Planning Work Program |

Federal Legislation & Regulations

| | |
|----------------|--|
| ADA | Americans with Disabilities Act of 1990 |
| BIL | Bipartisan Infrastructure Law (2022-2026). Same as IJJA. |
| CAAA | Clean Air Act Amendments of 1990 |
| CFR | Code of Federal Regulations |
| DBE/WBE ... | Disadvantaged Business Enterprises/Women's Business Enterprises |
| FAST | Fixing America's Surface Transportation Act (2015-2021) |
| IJJA | Infrastructure Investment and Jobs Act (2022-2026). Same as BIL. |
| NAAQS | National Ambient Air Quality Standards |
| Title VI | Title VI of the Civil Rights Act of 1964 |

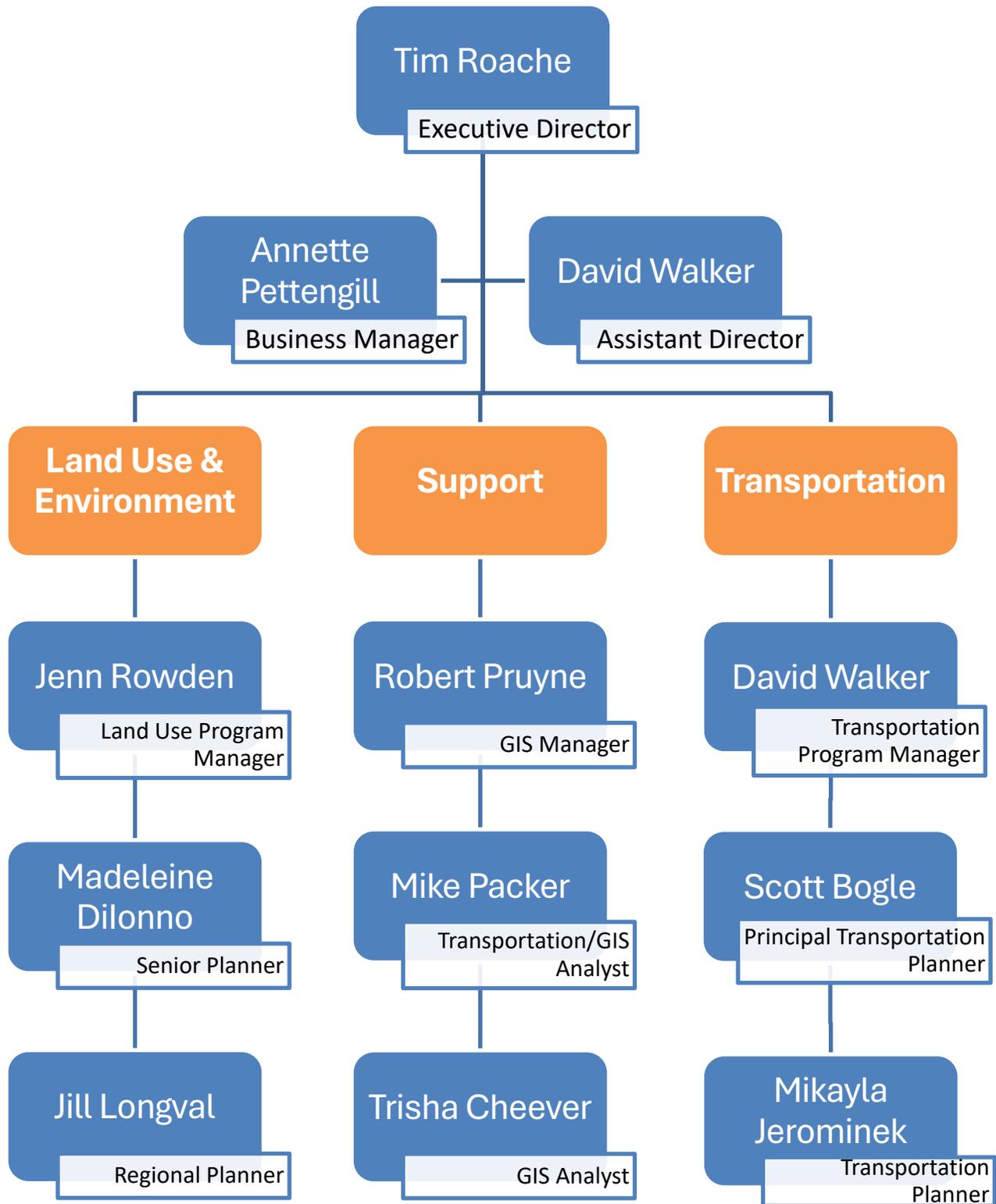
Committees & Workgroups

| | |
|-------------|--|
| CSAC | NH Complete Streets Advisory Committee |
| PfPNH | Partnering for Performance NH |
| TAC | Technical Advisory Committee |
| TPC | Transportation Planners Collaborative |

Other Acronyms

| | |
|---------------|--|
| ACS | American Community Survey |
| ADT/AADT .. | Average Daily Traffic / Average Annual Daily Traffic |
| BWWD | Bike/Walk to Work Day |
| CTPP | Census Transportation Planning Package |
| DRI | Developments of Regional Impact |
| FY | Fiscal Year |
| GIS | Geographic Information System |
| ICR | Indirect Cost Rate |
| IMS | Incident Management Systems |
| ITS | Intelligent Transportation Systems |
| LEHD | Longitudinal Employment-Household Dynamics (US Census) |
| LEP | Limited English Proficiency |
| LODES | LEHD Origin-Destination Employment Statistics |
| MOU | Memorandum of Understanding |
| MPA | Metropolitan Planning Area (MPO study area) |
| MPO | Metropolitan Planning Organization |
| RFP/RFQ | Request for Proposals/Qualifications |
| SADES | Statewide Asset Data Exchange System |
| TAM | Transit Asset Management –ALSO– Transportation Asset Management |
| TAZ | Traffic Analysis Zone |
| TDM | Transportation Demand Management |
| TMA | Transportation Management Association – ALSO– Transportation Management Area |
| UA | Urbanized Area |
| 3Cs | Continuing, Comprehensive, and Cooperative Transportation Planning |

Figure 3: RPC Organization Chart



1 INTRODUCTION

The Unified Planning Work Program (UPWP) of the Metropolitan Planning Organization (MPO) specifies the planning priorities and activities that the agency will address during the two-year period, as well as the sources and amount of funding available to accomplish this work. The UPWP is required as part of the Metropolitan Planning Rules ([23 CFR §450.308](#)). The “unified” aspect, as indicated in the document name, signifies that it encompasses all MPO transportation planning activities that are foreseen, regardless of funding source or implementing agency.

The UPWP is developed in coordination with the New Hampshire Department of Transportation (NHDOT), the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Cooperative Alliance for Seacoast Transportation (COAST), Manchester Transit Authority (MTA), and the MPO Transportation Advisory Committee (TAC) and Policy Committees. A two-year scope is used for efficiency and, this UPWP covers the MPO’s anticipated work from July 1, 2025 to June 30, 2027.

The Metropolitan Planning Area (MPO study area) encompasses the 27 communities of the Rockingham Planning Commission (RPC) and includes portions of the Boston and Portsmouth urbanized areas. The MPO region is illustrated in **Figure 1**. Staffing is provided by the RPC as shown in the organization chart (**Figure 3**). The RPC, with the addition of State, Federal and regional transportation agencies, acts as the policy-making body of the MPO.

Consistent with past programs, this UPWP has been prepared to reflect the ongoing implementation of the Clean Air Act Amendments of 1990 (CAAA), and the latest authorized Federal surface transportation act, the Bipartisan Infrastructure Law (BIL). These laws and accompanying regulations mandate a high level of planning and analysis through the required Planning Factors identified in the BIL. Federal planning regulations were last updated in 2016 and the MPO operates under those rules and regulations except where modified by the provisions of more recent legislation. Since 2016, US DOT approved additional rules for performance measures and targets that have informed the work that the MPO will undertake.

1.1 CONTENT AND ORGANIZATION OF THE UPWP

Section 450.308 of the Metropolitan Planning Rules specifies that a UPWP should be developed cooperatively with the State and the public transportation operators in the MPO area and should document and address planning priorities, work proposed by major activity area and task and agency responsibility, the schedule of tasks, anticipated products as well as the funding totals and sources.

In that regard, the UPWP has been cooperatively developed with NHDOT, COAST, and CART/MTA and summarizes the tasks that will be undertaken to support the region’s planning efforts. **Section 1** provides introductory information regarding the document. **Section 2** details the planning priorities that influence UPWP content. **Section 3** covers the six categories of work areas while **Section 4** describes other transportation planning activities in the region outside of the UPWP. Finally, **Section 5** provides the funding tables identifying sources, costs, and distribution of hours/tasks as well as a matrix that assigns timeframes to the work involved.

1.2 DEVELOPMENT OF THE UPWP

The format and general contents of the UPWP were established by consensus of Federal, State, and Regional agencies. Budget information for the 2026-2027 period was provided to the RPC by NHDOT in February 2025 and work began on developing a draft UPWP at that time. An initial draft document and budget was completed and provided to NHDOT, FHWA, and FTA on March 14, 2025 for review and comment. The TAC discussed the UPWP at the March 27 meeting and the Policy Committee at the April 9, 2025 meeting. The final proposal was submitted to NHDOT on April 12, 2025.

1.3 UPWP FUNDING

The Unified Planning Work Program for the Rockingham MPO is funded via a unified planning grant under Federal Highway Administration (FHWA) purview. Funding sources are FHWA Metropolitan Planning (PL) and State Planning and Research (SPR) funds, and Federal Transit Administration (FTA) 5303 Program (converted to PL funds). Federal sources, which pass through NHDOT, are subject to a 20% match of state and/or local funds. Half of this match is provided by local revenues from the RPC communities, while the remainder is covered by Turnpike Toll Credits via NHDOT that satisfy the match requirements in place of funds.

Table 1 shows the available funding by source and personnel and non-personnel expense anticipated for the 2026-2027 UPWP. Available funding is listed at the top of the table followed by personnel hours and expenses by major work category split by fiscal year. The personnel costs are followed by non-personnel direct charges

Table 2 identifies the level of effort proposed by staff position and fiscal year.

Table 3 catalogues the non-personnel spending by type and fiscal year.

Table 4 shows the distribution of resources for each task area listed in the UPWP by fiscal year. The table lists the anticipated personnel and non-personnel costs for each and provides totals by Category.

The Infrastructure Investment and Jobs Act (IIJA) includes a provision that allows the waiver of matching funds for “Complete Streets planning activities” and requires that MPOs use not less than 2.5% of SPR and PL funding on Complete Streets activities. The MPO is not taking the waiver on the matching funds but does identify those planning tasks which overlap with Complete Streets efforts. Task 211 Complete Streets Planning totals approximately \$125,500 and equates to 7.9% of the UPWP budget. All things considered, that is a conservative approach as many components of the Transportation Planning Process involve planning for a system that safely and comfortably accommodates all users. Adding areas that incorporate these elements such as transit planning and support for regional transit agencies (Task 506), the MPO Long Range Transportation Plan (Task 208), and TAP and CMAQ projects (Task 503) swell this amount to just over \$400,000 in funding and approximately 25% of the UPWP budget.

Table 1: UPWP Budget & Expenditures Summary

| Revenue | | | |
|---------------------------------|--------------------|------------------|--------------------|
| Funding Source | Federal* | RPC Match | UPWP Total |
| FHWA PL Funds | \$1,032,999 | \$114,778 | \$1,147,777 |
| FTA 5303 Planning Funds | \$286,937 | \$31,882 | \$318,819 |
| State Planning & Research Funds | \$115,465 | \$12,829 | \$128,294 |
| FTA 5305 Grant (Category 600) | \$0 | \$0 | \$0 |
| Total Funding | \$1,435,400 | \$159,489 | \$1,594,889 |
| | 90% | 10% | |

*NHDOT match is in the form of 10% Turnpike Toll Credits is included in the Federal funding

| Work Area | FY 26 | | | | FY27 | | | |
|------------------------------------|-----------------|------------------|------------------|------------------|-----------------|------------------|------------------|------------------|
| | Personnel Hours | Personnel Budget | Non-Personnel | Total | Personnel Hours | Personnel Budget | Non-Personnel | Total |
| Category 100: MPO Administration | 780 | \$82,155 | \$0 | \$82,155 | 720 | \$77,675 | \$0 | \$77,675 |
| Category 200: Policy & Planning | 2,470 | \$227,369 | \$15,300 | \$242,669 | 2,380 | \$222,582 | \$20,200 | \$242,782 |
| Category 300: Public Involvement | 990 | \$90,586 | \$50 | \$90,636 | 990 | \$92,398 | \$50 | \$92,448 |
| Category 400: Planning Support | 1,650 | \$133,023 | \$100,855 | \$233,878 | 1,640 | \$134,861 | \$103,169 | \$238,030 |
| Category 500: Technical Assistance | 1,490 | \$145,132 | \$800 | \$145,932 | 1,490 | \$148,034 | \$650 | \$148,684 |
| UPWP Total | 7,380 | \$678,265 | \$117,005 | \$795,270 | 7,220 | \$675,550 | \$124,069 | \$799,619 |

Table 2: Hours by Staff Position

| Position | FY 26 | FY 27 | Total |
|----------------------------------|--------------|--------------|---------------|
| Executive Director | 600 | 560 | 1,160 |
| Transportation Program Manager | 1,520 | 1,500 | 3,020 |
| Principal Transportation Planner | 1,540 | 1,500 | 3,040 |
| Transportation Planner | 1,520 | 1,490 | 3,010 |
| Geographic Information Systems | 2,030 | 2,000 | 4,030 |
| Land Use Planners | 80 | 80 | 160 |
| Business Administrator | 90 | 90 | 180 |
| Total | 7,380 | 7,220 | 14,600 |

Table 3: Non-Personnel by Type

| Non-Personnel | FY 26 | FY 27 | Total |
|------------------------|------------------|------------------|------------------|
| Contracted Services | \$69,500 | \$76,500 | \$146,000 |
| Travel | \$1,375 | \$1,000 | \$2,375 |
| Dues/Subscriptions | \$1,100 | \$1,100 | \$2,200 |
| Training & Workshops | \$0 | \$0 | \$0 |
| Equipment | \$2,750 | \$2,724 | \$5,474 |
| Equip & Software Maint | \$42,280 | \$42,745 | \$85,025 |
| | \$117,005 | \$124,069 | \$241,074 |

Table 4: UPWP Detailed Budget

| Category | Fiscal Year 26 | | | | Fiscal Year 27 | | | | Total UPWP | | | |
|--|----------------|------------------|------------------|------------------|----------------|------------------|------------------|------------------|---------------|--------------------|------------------|--------------------|
| | Hours | Personnel | Non-Personnel | Total | Hours | Personnel | Non-Personnel | Total | Hours | Personnel | Non-Personnel | Total |
| Category 100: MPO Administration | | | | | | | | | | | | |
| 101 Accounting and Invoice | 120 | \$12,916 | \$0 | \$12,916 | 120 | \$13,174 | \$0 | \$13,174 | 240 | \$26,089 | \$0 | \$26,089 |
| 102 Program Administration | 560 | \$60,529 | \$0 | \$60,529 | 500 | \$55,617 | \$0 | \$55,617 | 1,060 | \$116,147 | \$0 | \$116,147 |
| 103 Staff Training | 100 | \$8,710 | \$0 | \$8,710 | 100 | \$8,884 | \$0 | \$8,884 | 200 | \$17,594 | \$0 | \$17,594 |
| Category 100 Total | 780 | \$82,155 | \$0 | \$82,155 | 720 | \$77,675 | \$0 | \$77,675 | 1,500 | \$159,830 | \$0 | \$159,830 |
| Category 200: Policy & Planning | | | | | | | | | | | | |
| 201 Ten Year Plan | 160 | \$16,123 | \$150 | \$16,273 | 80 | \$8,614 | \$50 | \$8,664 | 240 | \$24,736 | \$200 | \$24,936 |
| 203 Transportation Planners Collaborative | 30 | \$2,742 | \$0 | \$2,742 | 30 | \$2,797 | \$0 | \$2,797 | 60 | \$5,538 | \$0 | \$5,538 |
| 204 Interagency Consultation | 20 | \$2,195 | \$0 | \$2,195 | 20 | \$2,239 | \$0 | \$2,239 | 40 | \$4,433 | \$0 | \$4,433 |
| 205 Transportation Improvement Program | 370 | \$36,991 | \$0 | \$36,991 | 480 | \$49,919 | \$0 | \$49,919 | 850 | \$86,909 | \$0 | \$86,909 |
| 206 Congestion Management Process | 410 | \$30,776 | \$0 | \$30,776 | 320 | \$25,256 | \$0 | \$25,256 | 730 | \$56,032 | \$0 | \$56,032 |
| 207 ITS Architecture | 20 | \$2,195 | \$0 | \$2,195 | 20 | \$2,239 | \$0 | \$2,239 | 40 | \$4,433 | \$0 | \$4,433 |
| 208 Metropolitan Transportation Plan* | 790 | \$70,558 | \$15,000 | \$85,558 | 830 | \$72,945 | \$20,000 | \$92,945 | 1,620 | \$143,503 | \$35,000 | \$178,503 |
| 210 State Long Range Transportation Plan | 50 | \$5,198 | \$50 | \$5,248 | 50 | \$5,302 | \$50 | \$5,352 | 100 | \$10,501 | \$100 | \$10,601 |
| 211 Complete Streets Planning* | 620 | \$60,593 | \$100 | \$60,693 | 550 | \$53,272 | \$100 | \$53,372 | 1,170 | \$113,865 | \$200 | \$114,065 |
| Category 200 Total | 2,470 | \$227,369 | \$15,300 | \$242,669 | 2,380 | \$222,582 | \$20,200 | \$242,782 | 4,850 | \$449,951 | \$35,500 | \$485,451 |
| Category 300: Public Involvement | | | | | | | | | | | | |
| 301 Transportation Advisory Committee | 400 | \$37,926 | \$0 | \$37,926 | 400 | \$38,684 | \$0 | \$38,684 | 800 | \$76,610 | \$0 | \$76,610 |
| 303 Public Participation Plan | 110 | \$9,702 | \$0 | \$9,702 | 110 | \$9,896 | \$0 | \$9,896 | 220 | \$19,599 | \$0 | \$19,599 |
| 304 Public Outreach | 350 | \$28,875 | \$0 | \$28,875 | 350 | \$29,452 | \$0 | \$29,452 | 700 | \$58,327 | \$0 | \$58,327 |
| 305 MPO Policy Committee | 130 | \$14,083 | \$50 | \$14,133 | 130 | \$14,365 | \$50 | \$14,415 | 260 | \$28,448 | \$100 | \$28,548 |
| Category 300 Total | 990 | \$90,586 | \$50 | \$90,636 | 990 | \$92,398 | \$50 | \$92,448 | 1,980 | \$182,985 | \$100 | \$183,085 |
| Category 400: Planning Support | | | | | | | | | | | | |
| 401 Traffic Counts | 140 | \$11,812 | \$45,575 | \$57,387 | 140 | \$12,049 | \$47,424 | \$59,473 | 280 | \$23,861 | \$92,999 | \$116,860 |
| 402 SADES Inventories | 30 | \$2,711 | \$0 | \$2,711 | 30 | \$2,765 | \$0 | \$2,765 | 60 | \$5,475 | \$0 | \$5,475 |
| 403 Geographic Information Systems | 1,260 | \$100,219 | \$675 | \$100,894 | 1,250 | \$101,401 | \$675 | \$102,076 | 2,510 | \$201,620 | \$1,350 | \$202,970 |
| 404 Demographics | 40 | \$2,950 | \$0 | \$2,950 | 40 | \$3,009 | \$0 | \$3,009 | 80 | \$5,958 | \$0 | \$5,958 |
| 405 Equipment | 20 | \$1,582 | \$26,205 | \$27,787 | 20 | \$1,614 | \$26,670 | \$28,284 | 40 | \$3,197 | \$52,875 | \$56,072 |
| 406 Travel Demand Model | 160 | \$13,749 | \$11,500 | \$25,249 | 160 | \$14,024 | \$11,500 | \$25,524 | 320 | \$27,773 | \$23,000 | \$50,773 |
| 407 Memberships and Subscriptions | 0 | \$0 | \$16,900 | \$16,900 | 0 | \$0 | \$16,900 | \$16,900 | 0 | \$0 | \$33,800 | \$33,800 |
| Category 400 Total | 1,650 | \$133,023 | \$100,855 | \$233,878 | 1,640 | \$134,861 | \$103,169 | \$238,030 | 3,290 | \$267,884 | \$204,024 | \$471,908 |
| Category 500: Technical Assistance | | | | | | | | | | | | |
| 501 Local & Regional Technical Assistance | 510 | \$49,120 | \$200 | \$49,320 | 510 | \$50,102 | \$150 | \$50,252 | 1,020 | \$99,222 | \$350 | \$99,572 |
| 502 Statewide Assistance | 190 | \$19,788 | \$200 | \$19,988 | 190 | \$20,183 | \$150 | \$20,333 | 380 | \$39,971 | \$350 | \$40,321 |
| 503 LPA Program Support | 60 | \$6,623 | \$0 | \$6,623 | 60 | \$6,755 | \$50 | \$6,805 | 120 | \$13,378 | \$50 | \$13,428 |
| 505 Regional Coordinating Councils | 220 | \$22,240 | \$200 | \$22,440 | 220 | \$22,685 | \$150 | \$22,835 | 440 | \$44,924 | \$350 | \$45,274 |
| 506 Transit & TDM Planning* | 510 | \$47,361 | \$200 | \$47,561 | 510 | \$48,308 | \$150 | \$48,458 | 1,020 | \$95,669 | \$350 | \$96,019 |
| Category 500 Total | 1,490 | \$145,132 | \$800 | \$145,932 | 1,490 | \$148,034 | \$650 | \$148,684 | 2,980 | \$293,166 | \$1,450 | \$294,616 |
| UPWP Total | 7,380 | \$678,265 | \$117,005 | \$795,270 | 7,220 | \$675,550 | \$124,069 | \$799,619 | 14,600 | \$1,353,815 | \$241,074 | \$1,594,889 |

*Complete Streets Related Task Areas

Percent Complete Streets Related: 7.2% to 25.2%

2 PLANNING PRIORITIES

The work tasks identified and addressed in this UPWP reflect the transportation planning needs and priorities specific to the Rockingham Planning Commission region and are from several sources:

- The requirements for implementing the provisions of current federal transportation law, and current Metropolitan Planning Rules ([23 CFR 450](#)), and subsequent guidance.
- The requirements and schedule of the State Ten Year Plan process.
- Consultation with staff from FHWA, New Hampshire Division, FTA Region I, NHDOT Bureau of Planning and Community Assistance, COAST, and MTA/CART.
- Consultation with the MPO Technical Advisory and Policy Committees.
- Addressing findings and recommendations made during the most recent MPO Planning Review conducted by FHWA and FTA in November 2021.

The tasks identified within the FY 2026-2027 UPWP are consistent with the MPO Core Functions and priorities, and the Federal Transportation Planning Factors. Figure 4 connects each task area to the appropriate Factors and MPO Priorities. They are intended to facilitate the effective and efficient implementation of the Long Range Transportation Plan and Transportation Improvement Program.

2.1 MPO CORE FUNCTIONS

The UPWP is the MPO’s blueprint for implementing the Continuing, Comprehensive, and Cooperative Transportation Planning (3Cs) transportation planning process and fulfilling the core functions of the agency. FHWA’s [Transportation Planning Process Briefing Book](#) establishes that MPOs:

“...[have] authority and responsibility for transportation policy-making in metropolitan planning areas...MPOs ensure that existing and future expenditures for transportation projects and programs are based on a continuing, cooperative, and comprehensive planning process known as the 3-C planning process. MPOs also cooperate with State and public transportation operators to set spending levels for Federal funds that are meant for transportation projects.”

“...MPOs serve an overall coordination and consensus-building role in planning and programming funds for projects and operations. The MPO must involve local transportation providers in the planning process by including transit agencies, State and local highway departments, airport authorities, maritime operators, rail-freight operators, Amtrak, port operators, private providers of public transportation, and others within the MPO region.”

Further, the document lists that MPOs have **six core functions**:

1. **Establish a setting for effective decision-making** regarding transportation needs and priorities. The MPO Transportation Advisory Committee (TAC) and MPO Policy Committees provide this support, as well as outreach to local officials and stakeholders.
2. **Identify and evaluate transportation improvement options.** The MPO identifies projects through data analysis, studies, and other general planning methods.
3. **Prepare and maintain a fiscally constrained Metropolitan Transportation Plan (MTP)**, also known as the Long Range Transportation Plan (LRTP) with a 20+ year horizon. The LRTP reflects Federal Planning Factors and specific content requirements.

4. **Develop a fiscally constrained Transportation Improvement Program (TIP)** that identifies project priorities drawn from the LRTP.
5. **Identify and monitor performance measure targets:** Track federally required performance targets and assess whether projects are moving the region towards achieving targets in a System Performance Report as part of the TIP and LRTP.
6. **Involve the public,** both general and specifically affected constituencies, in efforts related to each of the core functions above.

In addition to these functions, the MPO works cooperatively with the State, public transportation providers, and municipalities to create an effective regional transportation planning process. This includes coordinating the TIP and LRTP with the State Ten Year Plan, participation in statewide transportation initiatives, project evaluation, cooperative data collection efforts, and other efforts.

2.2 PLANNING FACTORS AND REQUIREMENTS

When developing the work program for the FY 2026-2027 UPWP, the provisions of 23 U.S. Code § 134 ([23 CFR Part 450.306](#)) of the Planning Regulations were considered. This section requires that the MPO, in cooperation with State and regional planning partners:

“develop long-range transportation plans and TIPs through a performance-driven, outcome-based approach to planning for metropolitan areas of the State.”

This performance-based approach is in support of the national performance goals for highways and transit described in [23 USC §150\(b\)](#) and [49 CFR 625.41](#)

- **Safety:** To achieve a significant reduction in traffic fatalities and serious injuries on all public roads and transit systems.
- **Infrastructure Condition:** To maintain the highway and transit infrastructure asset system in a state of good repair.
- **Congestion Reduction:** To achieve a significant reduction in congestion on the National Highway System.
- **System Reliability:** To improve the efficiency of the surface transportation system.
- **Freight Movement and Economic Vitality:** To improve the national freight network, strengthen communities access trade markets, and support economic development.
- **Environmental Sustainability:** To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays:** Reduce project costs, promote jobs and the economy, and expedite the movement of people and goods.

Fundamental to the MPO planning process is that it be “*continuous, cooperative, and comprehensive*” [3Cs Process], and each project, strategy, and service of the MPO must provide for consideration and implementation of the ten planning factors established in legislation:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
2. Increase the safety of the transportation system for motorized and non-motorized users
3. Increase the security of the transportation system for motorized and non-motorized users

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

The metropolitan planning rules specify additional elements that should be addressed. This includes integration of transportation and land use planning, and consideration for employment and housing patterns, community and economic development, and the natural and built environment. Ensuring coordination and consistency with statewide planning processes, Intelligent Transportation Systems (ITS), Coordinated Public Transit-Human Services Transportation Plans, the Strategic Highway Safety Plan and transit agency safety plans, and Congestion Management Processes are a focus.

2.3 MPO PLANNING PRIORITIES

In addition to the direction provided by the Federal Planning Factors and Metropolitan Planning Rules, there are a few areas that the MPO will be prioritizing during the FY26-27 UPWP.

- A. Continuing to work with planning partners to address the impacts of severe weather on transportation system integrity, infrastructure management and investment, and function to ensure long-term economic viability.
 - a. Build on vulnerability assessments and NHDOT's Resilience Improvement Plan (RIP) to understand and mitigate the impacts of hazardous weather on the coastal transportation network.
 - b. Extend the work on coastal transportation system to the interior of the MPO region to address interior flooding.
- B. Facilitate a more balanced transportation system that approaches mobility and accessibility by integrating all transportation modes with development patterns that serve to benefit all. Identify goals, policies, and projects that will reduce congestion, pollution, and energy consumption in the region, and promote expanded non-motorized and transit infrastructure and technologies that result in a system that can better meet the needs of older adults and others who are unable to drive or lack access to a car.
- C. Continue to expand the capacity for data-driven project identification and analysis. Incorporate data from the Congestion Management Process, analyses conducted for performance measures and targets and other technical studies into the project identification and prioritization process.

Figure 4: Matrix of Tasks and Related Planning Factors

| Category & Task | Planning Factors | | | | | | | | | | MPO Priorities | | |
|--|------------------|---|---|---|---|---|---|---|---|----|----------------|---|---|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | A | B | C |
| CATEGORY 100: MPO ADMINISTRATION | | | | | | | | | | | | | |
| Task 101 Accounting & Invoices | | | | | | | ✓ | | | | | | |
| Task 102 MPO Program Administration | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | |
| Task 103 Staff Training | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| CATEGORY 200: POLICY AND PLANNING | | | | | | | | | | | | | |
| Task 201 State Ten Year Plan | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 203 Transportation Planners Collaborative | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | ✓ | ✓ | |
| Task 204 Interagency Consultation | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | ✓ | ✓ | ✓ |
| Task 205 Transportation Improvement Program | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 206 Congestion Management Process | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 207 Intelligent Transportation Systems | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 208 Metropolitan Transportation Plan | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 210 State Long Range Transportation Plan | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 211 Complete Streets Planning | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| CATEGORY 300: PUBLIC INVOLVEMENT | | | | | | | | | | | | | |
| Task 301 Technical Advisory Committee | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 303 Public Participation Plan | | | | | ✓ | ✓ | | | | | ✓ | ✓ | |
| Task 304 Public Outreach | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 305 MPO Policy Committee | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| CATEGORY 400: PLAN SUPPORT | | | | | | | | | | | | | |
| Task 401 Traffic Counts | ✓ | ✓ | ✓ | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 402 SADES RSMS | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Task 403 Geographic Information Systems | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 404 Demographics | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 405 Equipment & Supplies | | | | ✓ | | | ✓ | ✓ | ✓ | | | | |
| Task 406 Travel Demand Model | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 407 Memberships & Subscriptions | ✓ | | | | ✓ | ✓ | ✓ | ✓ | ✓ | | | | |
| CATEGORY 500: TECHNICAL ASSISTANCE | | | | | | | | | | | | | |
| Task 501 Local and Regional Assistance | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 502 Statewide Assistance | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Task 503 Local Project Administration Assistance | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Task 504 Special Projects | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Task 505 Regional Coordinating Councils | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Task 506 Transit Assistance | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

3 CATEGORY & TASK DESCRIPTIONS

Section 3 of the UPWP contains detailed descriptions of the work categories. The narrative for each includes the general purpose of the category, a budget summary, and the tasks included under each. Each task area lists the objective, proposed activities, and expected work products. If a category or task area is not listed then no work is anticipated during the UPWP timeframe. Full budgeting information is included in the tables in Section 5 along with the general timeframe and schedule. The RPC is the lead agency on all tasks except for where specifically noted.

CATEGORY 100: MPO ADMINISTRATION

Purpose: *To facilitate administration of finances and the Planning Agreement with NHDOT, the development and management of the MPO UPWP, staff training, and other activities needed to maintain compliance with federal and state requirements.*

| MPO Administration | FY 26 Funding | FY 27 Funding | Total Funding | FY 26 Staff Time | FY 27 Staff Time | Total Staff Time |
|----------------------------|------------------|------------------|------------------|---------------------|---------------------|---------------------|
| 101 Accounting and Invoice | \$12,916 | \$13,174 | \$26,089 | 120 | 120 | 240 |
| 102 Program Administration | \$60,529 | \$55,617 | \$116,147 | 560 | 500 | 1,060 |
| 103 Staff Training | \$8,710 | \$8,884 | \$17,594 | 100 | 100 | 200 |
| Category 100 Total | \$82,155 | \$77,675 | \$159,830 | 780 | 720 | 1,500 |

TASK 101 — ACCOUNTING AND INVOICES

Objective

To ensure compliance with contract obligations, develop, and submit reimbursement requests, and for monitoring financial controls.

Activities

- 1. Financial Management and Reporting:** The day-to-day accounting needs and preparation of monthly invoices. Includes continued refinements to the MPO financial accounting and reporting system to better meet agency and reporting needs.
- 2. Audits and Audit Preparation:** Preparation for annual financial audits in compliance with Federal and State Regulations.

Work Products

- Monthly UPWP invoices and Status Reports.
- Annual Financial Audit meeting federal requirements and submitted through the federal clearinghouse.

TASK 102 — MPO ADMINISTRATION

Objective

To provide for the development and maintenance of the MPO UPWP, general administrative tasks, and coordination of efforts with other agencies supporting the timely completion of tasks.

Activities

1. **Unified Planning Work Program Development:** The development and modification of the UPWP in cooperation with NHDOT, FHWA, FTA, and regional transit operators.
2. **UPWP Administration:** Administrative tasks of the work program to ensure compliance with regulations. Includes tasks such as timesheets and monthly work program reports, staff meetings, and coordination meetings with NHDOT and other agencies.
3. **Contract Management:** Tasks related to the conduct of the UPWP contract, any related sub-contracts and agreements, and procurement processes.
4. **UPWP Performance Report:** Completion of the progress reporting on tasks and work products completed during the previous contract due in September of odd numbered years. The mid-term progress review is considered the report for year one of the contract.
5. **Planning and Progress Reviews:** Completion of the NHDOT mid-term progress review and the FHWA/FTA Planning Review. The FHWA/FTA review is expected in fall 2025 and the NHDOT UPWP reviews in summer of 2026.
6. **Metropolitan Planning Agreements:** As necessary, review and update the MOUs between NH MPOs and regional transit agencies.

Work Products

- Monthly Work Program Reports and other required reporting.
- Completed employee timesheets.
- MPO UPWP Performance Report for the FY 2024-2025 (Fall 2025).
- Approved UPWP for Fiscal Years 2028-2029 (Spring 2027).
- Amendments to the UPWP for Fiscal Years 2026 and 2027 as needed.
- Revised RPC internal procurement guidelines, and third-party contracts as needed.
- Materials prepared for the FHWA/FTA MPO Planning Review (Fall 2025)
- Materials prepared for the UPWP Mid-term review meeting with NHDOT (Summer 2026).
- Updated MPO/Regional Transit Agency MOU as needed.

TASK 103 — STAFF TRAINING

Objective

To provide for development of staff skills through transportation related workshops, seminars, and conferences.

Activities

1. **Conferences, Seminars, and Workshops:** Training of MPO planning staff through attendance at conferences, workshops, and seminars.
 - **Transportation Planning:** Training events, including regional or national conferences, offered by FHWA, FTA, NHDOT, Community Transportation Association of America (CTAA), National Highway/Transit Institutes (NHI/NTI), Institute of Transportation Engineers (ITE), UNH Technology Transfer Center (T2), National Associations such as AMPO or NARC, Transportation Research Board (TRB), League of American Bicyclists, Association of Pedestrian and Bicycle Professionals (APBP), and other relevant organizations.
 - **Geographic Information System (GIS):** Training offered by ESRI, URISA, regional organizations such as NEARC, and academic institutions.
 - **Statistical Data:** Training offered by the Census Bureau, NHOSI, and other organizations.
 - **Land use and Environmental:** Training that relates to the transportation system such as impact assessment, storm water management, hazard mitigation, and emergency management. This includes workshops from CZP, PREP, and NEIWPC, as well as more broadly-based planning conferences that offer transportation planning related tracks or sessions sponsored by entities such as NHMA, APA, and NNECAPA.
2. **Model/Software Training:** Specialized training for transportation staff in the theory and application of travel demand modeling as well as the specific workings of the MPO Travel Demand Model through the current consultant or through Caliper Software (TransCAD). Training in other specialized transportation analysis software such as the EPA MOVES, Trafficware Synchro, Highway Capacity or Network Analysis software, or others.

Work Products

- None

CATEGORY 200: POLICY AND PLANNING

Purpose: *To support the development, maintenance, and update of the Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), and State Ten Year Plan (TYP), including supporting studies and projects.*

| <i>Policy and Planning</i> | <i>FY 26 Funding</i> | <i>FY 27 Funding</i> | <i>Total Funding</i> | <i>FY 26 Staff Time</i> | <i>FY 27 Staff Time</i> | <i>Total Staff Time</i> |
|---|----------------------|----------------------|----------------------|-------------------------|-------------------------|-------------------------|
| 201 Ten Year Plan | \$16,273 | \$8,664 | \$24,936 | 160 | 80 | 240 |
| 203 Transportation Planners Collaborative | \$2,742 | \$2,797 | \$5,538 | 30 | 30 | 60 |
| 204 Interagency Consultation | \$2,195 | \$2,239 | \$4,433 | 20 | 20 | 40 |
| 205 Transportation Improvement Program | \$36,991 | \$49,919 | \$86,909 | 370 | 480 | 850 |
| 206 Congestion Management Process | \$30,776 | \$25,256 | \$56,032 | 410 | 320 | 730 |
| 207 ITS Architecture | \$2,195 | \$2,239 | \$4,433 | 20 | 20 | 40 |
| 208 Metropolitan Transportation Plan* | \$85,558 | \$92,945 | \$178,503 | 790 | 830 | 1,620 |
| 210 State Long Range Transportation Plan | \$5,248 | \$5,352 | \$10,601 | 50 | 50 | 100 |
| 211 Complete Streets Planning* | \$60,693 | \$53,372 | \$114,065 | 620 | 550 | 1,170 |
| Category 200 Total | \$242,669 | \$242,782 | \$485,451 | 2,470 | 2,380 | 4,850 |

TASK 201 —STATE TEN YEAR PLAN

Objective

To participate in the State Ten Year Plan process, GACIT public hearings, and related tasks.

Activities

- Ten Year Plan Process:** Meetings with NHDOT and Executive Council regarding the Ten Year Plan Process, timelines, project selection criteria, and guidance for RPCs and communities.
- GACIT Ten Year Plan Hearings:** Participation in the Governor’s Advisory Council on Intermodal Transportation hearings related to the State Ten Year Plan.

Work Products

- Ten Year Plan Project Selection Criteria weighted by MPO TAC and Policy Committees.
- Projects submitted for NHDOT scope and cost review in November of even numbered years.
- Priority Ten Year Plan projects submitted to NHDOT in March of odd numbered years.
- Formal comments and response to Drafts of the State Ten Year Plan as presented.

TASK 203 — TRANSPORTATION PLANNERS COLLABORATIVE

Objective

To participate in the Transportation Planners Collaborative and improve communication and cooperation between and among transportation planning partners in New Hampshire.

Activities

1. **Transportation Planning Collaborative (TPC):** Participation in meetings of NH transportation planners to foster improved communication.

Work Products

- Materials prepared for discussion or presentation at TPC meetings.

TASK 204 — INTERAGENCY CONSULTATION

Objective

To coordinate efforts with MPO, State, and Federal planning partners on the Transportation Improvement Program, meet federal requirements, and address issues of common concern.

Activities

1. **Interagency Consultation:** Participation in monthly interagency consultation and related communication with FHWA, NHDOT, MPOs, and resource agencies to address the (State) Transportation Improvement Program, air quality conformity, and related issues.

Work Products

- Feedback regarding fiscal constraint, air quality conformity, STIP revision procedures, and other mutually agreed-upon components of the STIP/TIP process.
- Comments/questions on proposed TIP Administrative Adjustments and Amendments.
- Meeting notes for those meetings where RPC is the designated note-taking agency.

TASK 205 — TRANSPORTATION IMPROVEMENT PROGRAM

Objective

To develop, maintain, and revise the current Transportation Improvement Program (TIP) and approve the subsequent TIP to meet the requirements of [23 CFR § 450.326](#).

Activities

1. **MPO Transportation Improvement Program (TIP) Development:** Develop the MPO TIP in cooperation with NHDOT and the other New Hampshire MPOs on a biennial schedule and ensure compliance with 23 CFR Part 450, Subpart C:
 - **Regional Project Needs:** Assess regional transportation improvement needs using input from the LRTP, the Congestion Management Process (CMP), the Travel Demand Model, corridor plans, and studies from other parties to ensure consistency.
 - **Project Development:** Work with project applicants and NHDOT to improve project scope and cost estimates and facilitate project implementation.
 - **Required Components:** Preparation of Air Quality Conformity Determination, financial constraint analysis, a summary of results from prior TIPs and other required elements.
 - **Performance Report:** Preparation of a report that identifies established performance measure targets and assesses of the impact of the TIP towards advancing those targets.
2. **TIP Administrative Adjustments:** Process minor revisions to projects in accordance with revision procedures.
3. **TIP Amendments:** Process TIP Amendments in accordance with revision procedures.
4. **List of Obligated Projects:** Produce the Annual List of Obligated Projects showing projects in the region for which federal funds were obligated during the previous fiscal year.

Work Products

- Monthly TIP Administrative Adjustments approvals submitted to NHDOT.
- Quarterly TIP Amendments approvals submitted to NHDOT as approved.
- Draft 2027-2030 Transportation Improvement Program.
- Approved 2027-2030 Transportation Improvement Program.
- TIP System Performance Report.
- TIP project and revision database that tracks project changes.
- 2025 List of Obligated Projects (December 2025).
- 2026 List of Obligated Projects (December 2026).

TASK 206 — CONGESTION MANAGEMENT PROCESS

Objective

To complete all work related to the implementation and maintenance of the Congestion Management Process to satisfy the requirements of [23 CFR 450.314\(g\)](#).

Activities

1. **Congestion Management Process (CMP):** Maintain the Congestion Management Process (CMP) as a tool for understanding the sources of traffic congestion, multi-modal transportation system performance, and recommend implementation strategies.
2. **Integration with LRTP:** Utilize the results of the CMP analysis to improve the data-driven approach to project identification and development for the LRTP.

Work Products

- Congested location analysis and system performance assessment utilizing National Performance Management Research Data Set (NPMRDS) and TomTom.
- Crash data analysis to complement congestion analysis and identify locations susceptible to frequent non-recurring congestion.
- Updated Regional CMP analysis.

TASK 207 — INTELLIGENT TRANSPORTATION SYSTEMS (ITS)

Objective

To work with NHDOT on integrating the Regional ITS requirements into the Statewide ITS Architecture. To participate in Incident Management System (IMS) efforts in the region.

Activities

1. **ITS Architecture:** Work with NHDOT's TSMO Bureau to integrate the region into the Statewide ITS Architecture. Ensure that ITS strategies are incorporated into the LRTP.
2. **Participation in Incident Management Systems:** Participate in the Spaulding Turnpike, I-93, and I-95 Incident Management Systems as needed or requested.
3. **Participate in the Statewide ITS Advisory Committee:** Participate in the Statewide ITS Advisory Committee to ensure that MPO needs are represented.

Work Products

- Statewide ITS Architecture that incorporates MPO needs.
- ITS Strategies incorporated into Long Range Transportation Plan.

TASK 208 — METROPOLITAN TRANSPORTATION PLAN

Objective

To develop and maintain the Rockingham MPO Long Range Transportation Plan and related components and polices consistent with the requirements of [23 CFR Part 450, Subpart C](#).

Activities

1. **Maintain the Long Range Transportation Plan (LRTP):** Incorporate updates to the Long Range Transportation Plan to maintain consistency with the TIP.
2. **LRTP Update:** Carry out the cyclical update of the LRTP in conjunction with the biennial TIP and Ten Year Plan cycle. Work is focused on: (1) Furthering the data-driven project development and analysis process; (2) Integrating Safety Action Plan strategies; and (3) Shifting to a more human-centric approach to planning the future transportation system.
3. **Performance-Based Planning:** Continue to integrate performance measures, targets, and related data collection and analysis efforts into the LRTP and project identification and development. Measures include the following:
 - **HSIP Performance Targets:** Integrate Safety Action Plan Performance (SAP) Targets into the annual HSIP targets and utilize the regional analysis to identify potential safety projects.
 - **Pavement and Bridge Condition Performance Targets:** Update 4-year Pavement and Bridge condition data and targets for the National Highway System.
 - **System Reliability Performance Targets:** Update 4-year targets for Interstate Travel Time Reliability, Non-Interstate National Highway System Travel Time Reliability, and Truck Travel Time Reliability. Coordinate with NHDOT and the Boston UA MPOs.
 - **Transit Asset Management (TAM) Performance Targets:** With each LRTP update, maintain and update TAM targets for the required 4 broad areas of asset categories; Equipment, Rolling Stock, Infrastructure, and Facilities.
 - **Public Transportation Agency Safety Plans (PTASP):** Integrate the goals, objectives, performance measures, and targets of state and regional transit agency PTASP into the transportation planning process. Maintain regional PTASP targets.
4. **Livability/Sustainability:** Integrate principles that enhance quality of life, expand transportation choices, promote sustainable economic and land use development patterns, and leverage existing investments to create an efficient and fair system.

5. **Fiscal Constraint Analysis:** Coordinate fiscal constraint analysis with the other NH MPOs, NHDOT, and regional transit agencies to produce consistent projections of revenues and expenditures out to the LRTP horizon year.
6. **Transportation Project Development:** Facilitate project development by refining project solicitation and prioritization to provide more complete scope, cost, and impacts information. Include resources for engineering assistance in developing project scope and cost estimates.
7. **Built Environment:** Conduct assessments of the built environment and regional housing and commercial development and growth patterns incorporating local land use plans.
8. **Environmental Analysis:** Conduct analyses to identify resources and sensitive areas and better understand past, current, and future environmental conditions and mitigate project impacts and ensure long-term system capabilities. Maintain up-to-date information regarding potential areas of mitigation and consistency with State, regional, and local planning efforts. Includes conducting air quality conformity analysis as needed.
9. **Latest Planning Assumptions:** Use the most current population, employment, travel pattern, and congestion projections. Ensure consistency with State estimates.
10. **Project Selection Criteria:** Coordinate project selection criteria with NHDOT and the other New Hampshire Planning Commissions each Ten Year Plan cycle.
11. **Project Programming Targets:** Work with partners to set transportation project programming budgets that reflect the likely investment in the transportation system in the MPO region.
12. **Freight:** Reflect the Statewide Freight Plan, the national focus on goods movement, and federal requirements in the discussion of freight in the LRTP. Conduct regional freight analysis as needed.
13. **Regional Master Plan Update:** Assist with the transportation related aspects of the Regional Master Plan update to ensure consistency with the LRTP.

Work Products

- Amendments to the existing Long Range Transportation Plan (as necessary).
- Completed LRTP update incorporating content discussed in items discussed above.
- Project identification and development process for LRTP and Ten Year Plan priority setting.
- Project selection criteria weights for the State Ten Year Plan consistent with guidance.
- Continued development and maintenance of a transportation project database.
- Fiscal Constraint Analysis for the LRTP.
- Long Range Transportation Plan Performance Report.
- Annual HSIP Targets and Motorcycle Fatality Targets (by February 27 each year).
- Pavement and Bridge Condition (PM2) performance targets (2026 update).
- Transit Asset Management (TAM) performance targets (update with LRTP).
- System Reliability Performance Targets (2026 update).

- Public Transportation Agency Safety Plan based regional transit safety targets
- Ecological principles of infrastructure planning and design incorporated into the MPO Long Range Transportation Plan (LRTP) and project development efforts.
- Integrate natural hazards planning and local Hazard Mitigation Plans into the LRTP.

TASK 210 — STATE LONG RANGE TRANSPORTATION PLAN

Objective

To aid NHDOT in the development and content of the Statewide Long Range Transportation Plan to satisfy the requirements of [23 CFR §450.216](#).

Activities

1. **State Long Range Transportation Plan:** Participate in the development of the State Long Range Transportation Plan by attending engagement sessions and providing feedback.
2. **State Freight Plan:** Participate in the State Freight Plan update by taking part in advisory committees, public information sessions, and providing feedback on drafts as requested.

Work Products

- None

TASK 211 — COMPLETE STREETS PLANNING

Objective

To develop plans, facilities, and programs that encourage bicycling and walking as an alternative to driving and improve bicycle and pedestrian safety using a 5Es approach including Engineering, Encouragement, Education, Enforcement, and Evaluation.

Activities

1. **Regional Bicycle/Pedestrian Planning:** Respond to requests from MPO communities for assistance in planning bicycle and pedestrian facilities. Work with NHDOT, other RPCs, TransportNH, the Bike/Walk Alliance of NH, Seacoast Area Bicycle Riders (SABR), and municipal partners to further develop a bicycle and pedestrian traffic counting program.
2. **State Complete Streets Advisory Committee:** Participate in the NHDOT Complete Streets Advisory Committee (CSAC), and regional bicycle and pedestrian advisory committees.
3. **Regional Bicycle and Pedestrian Plan:** Complete the regional bicycle and pedestrian plan.

4. **National Bike Month:** Continue collaboration with CommuteSMART Seacoast, SABR, SRPC, and other partners to coordinate regional events for Bike/Walk to Work Day and National Bike Month to encourage active transportation. Projects include regional bike/ped commuter breakfasts, the Business to Business (B2B) Commuter Challenge, and educational events.
5. **Multi-Use Trail Projects:** Continue to provide planning and project assistance to NH Seacoast Greenway (NHSG) Alliance and corridor communities working to improve their segments of the NHSG. Includes working with NHDOT and corridor communities on trailhead access for Phase I of the NHSG and tasks related to trail development along the full corridor. Staff will also assist the local groups working on access improvements to the Rockingham Recreation Trail and other trail initiatives in the MPO region as time allows.

Work Products

- Expand the MPO's bicycle and pedestrian traffic counting program including analysis of Strava data (See Section 401 Traffic Count Program) and deployment of a network of automated counters on key rail trails.
- Regional Bicycle and Pedestrian Plan.
- Preparations for Seacoast Bike Month & Seacoast Bike/Walk to Work Day.
- Documentation of annual BWWD events.
- Project scoping and funding assistance to communities to develop their segments of the NHSG and establish connections from the spine trail to key community destinations.

CATEGORY 300: PUBLIC INVOLVEMENT AND COORDINATION

Purpose: *To provide for public, stakeholder, and constituent participation in the development of MPO policies, plans, and related documents, including the LRTP, the TIP, and setting Ten Year Plan priorities. To facilitate staff support of the MPO Technical Advisory Committee and Policy Committee and other committees established for specific projects or tasks.*

| | FY 26 Funding | FY 27 Funding | Total Funding | FY 26 Staff Time | FY 27 Staff Time | Total Staff Time |
|---------------------------------------|------------------|------------------|------------------|---------------------|---------------------|------------------------|
| Public Involvement | | | | | | |
| 301 Transportation Advisory Committee | \$37,926 | \$38,684 | \$76,610 | 400 | 400 | 800 |
| 303 Public Participation Plan | \$9,702 | \$9,896 | \$19,599 | 110 | 110 | 220 |
| 304 Public Outreach | \$28,875 | \$29,452 | \$58,327 | 350 | 350 | 700 |
| 305 MPO Policy Committee | \$14,133 | \$14,415 | \$28,548 | 130 | 130 | 260 |
| Category 300 Total | \$90,636 | \$92,448 | \$183,085 | 990 | 990 | 1,980 |

TASK 301 — TRANSPORTATION ADVISORY COMMITTEE

Objective

To facilitate ongoing organizational support the Transportation Advisory Committee (TAC).

Activities

- 1. Transportation Advisory Committee (TAC) Support:** Provide support to the MPO TAC, including staffing, communications, presentations, education and other tasks. No less than four TAC meetings will be held each year.

Work Products

- Agendas, minutes, memos, and related committee information for each meeting.
- Meeting presentation and materials developed for the TAC on transportation topics.

TASK 303 — PUBLIC PARTICIPATION PLAN

Objective

To evaluate and maintain the MPO Public Participation Process.

Activities

- 1. Public Participation Process Review:** Conduct a biennial review of the MPO Public Participation Process.

Work Products

- Revised and updated Public Participation Plan.

TASK 304 — PUBLIC OUTREACH

Objective

To increase public awareness and participation in the transportation planning process and the implementation of plans and projects.

Activities

1. **MPO Website Development & Maintenance:** Maintain the MPO Website including current and archived information from committee meetings, projects, regional data.
2. **Media Monitoring:** Utilize traditional and social media to broadcast information on transportation issues, generate interest in MPO efforts, and gather public input.
3. **Maintain Interested Parties List:** Maintain a curated list of individuals and agencies that are interested in transportation planning and the transportation planning process.
4. **Surveys:** Conduct surveys on transportation topics and planning documents utilizing the community engagement platform to gather input.
5. **General Outreach:** Communicate with communities and the public and ensure that critical planning and outreach documents are published as required by Federal Rules.

Work Products

- MPO website with current information on transportation topics.
- Documentation of press releases and media stories related to MPO projects.
- Language translation of MPO documents as needed.
- Data analysis from survey/publicinput.com outreach efforts.
- Updated Interested Parties List

TASK 305 — POLICY COMMITTEE

Objective

To facilitate ongoing organizational and meeting support of the MPO Policy committee.

Activities

1. ***Policy Committee Support:*** Provide support to the Policy Committee, including staffing, communications, presentations, education and other tasks. No less than three meetings will be held each year.

Work Products

- Policy Committee agendas, minutes, memos, and related committee information all meetings.
- Meeting presentation and educational materials developed for the Policy Committee.

CATEGORY 400: PLAN SUPPORT

Purpose: *To provide for the collection, analysis, and maintenance of data to support the planning process. This includes socioeconomic, land use, environmental, and transportation system data as well as maintenance and improvement of the Travel Demand Model.*

| Planning Support | FY 26 Funding | FY 27 Funding | Total Funding | FY 26 Staff Time | FY 27 Staff Time | Total Staff Time |
|------------------------------------|--------------------------|--------------------------|--------------------------|-----------------------------|-----------------------------|---------------------------------|
| 401 Traffic Counts | \$57,387 | \$59,473 | \$116,860 | 140 | 140 | 280 |
| 402 SADES Inventories | \$2,711 | \$2,765 | \$5,475 | 30 | 30 | 60 |
| 403 Geographic Information Systems | \$100,894 | \$102,076 | \$202,970 | 1,260 | 1,250 | 2,510 |
| 404 Demographics | \$2,950 | \$3,009 | \$5,958 | 40 | 40 | 80 |
| 405 Equipment | \$27,787 | \$28,284 | \$56,072 | 20 | 20 | 40 |
| 406 Travel Demand Model | \$25,249 | \$25,524 | \$50,773 | 160 | 160 | 360 |
| 407 Memberships and Subscriptions | \$16,900 | \$16,900 | \$33,800 | 0 | 0 | 0 |
| Category 400 Total | \$233,878 | \$238,030 | \$471,908 | 1,650 | 1,640 | 3,290 |

TASK 401 — TRAFFIC COUNT PROGRAM

Objective

To collect and analyze traffic volume, classification, and speed data in the MPO Study Area.

Activities

- Traffic Count Program:** Traffic data collection efforts to support [HPMS](#) and NHDOT data needs. Utilize a vendor to conduct the counts (up to 200 per year) depending on available funding and receiving the count locations in a timely manner. Data submissions will be reviewed, coordinated with, and submitted to NHDOT per the current requirements established for each data collection season by NHDOT Traffic Bureau.
- Bicycle and Pedestrian Traffic Counts:** Continue the regional bicycle and pedestrian counting program including the development of protocols and identification of ongoing annual manual and automated count locations in collaboration with planning partners.
- Technical Studies:** Assist communities and NHDOT with traffic data collection for localized studies as resources are available.

Work Products

- Traffic Volume and Classification Counts as requested by NHDOT Traffic Bureau and supplied per requirements, up to 200 per year.
- Additional traffic counts as requested by communities, NHDOT, or needed for other purposes.

- Data from manual Turning Movement Counts supplied to NHDOT or for MPO use as requested or needed for intersection operations analysis as resources are available.
- Data from up to 20 manual and automated bike/ped counts per year.

TASK 402 — SADES INVENTORIES

Objective

To work with NHDOT and the UNH Technology Transfer Center (T2) to collect road surface condition, stream crossing, and other data in common formats and with consistent attributes using the SADES format and process to build community RSMS [Road Surface Management Systems], the Stream Crossing Inventory, and other datasets as appropriate.

Activities

1. **SADES Road Surface Management Systems (SRSMS):** The development of road surface condition data and maintenance plans for communities, identification of priorities for repair and strategies to facilitate timely improvements, cost estimates, and planning for future maintenance needs utilizing the [Statewide Asset Data Exchange System \(SADES\)](#).
2. **SADES Stream Crossing Vulnerability Analysis:** Maintaining and updating the region-wide inventory and analysis of current road culverts/stream crossings, based on the SADES protocol and the New Hampshire Stream Crossing Initiative. Data collection efforts are focused on updating and filling in missing data.
3. **SADES Pedestrian Infrastructure:** Activities and staff time devoted to the data assessment of sidewalks, crosswalks, and curb ramps. Activities include data collection, inventory creation, condition, and ADA compliance.

Work Products

- Stream Crossing Vulnerability Assessment data collected utilizing the SADES methodology and integrated into the state database.
- RSMS roadway surface condition data collection and analyzed for interested communities as resources are available. Including identification of priorities for repair and strategies to best facilitate improvements.
- Data maintenance on public road stream crossings as needed.
- Development of pedestrian infrastructure data as needed.

TASK 403 — GEOGRAPHIC INFORMATION SYSTEMS

Objective

To collect and analyze transportation, land use, environmental, and socio-economic data relevant to the MPO and to support data needs in the development of the LRTP, the TIP, transit planning, travel demand modeling, and other transportation planning efforts.

Activities

1. **Geographic Information Systems:** Development, maintenance, and utilization of data layers necessary to support transportation planning for the region and communities.
2. **NHDOT Distributed Data:** Incorporate datasets from NHDOT into RPC databases, including road and road attribute data, crash data, project inventory data, aerial photography, and more. Data is used for local and regional transportation planning efforts.
3. **Economic and Demographic Data:** Update, analyze, and map data depicting employment, housing, and population for use in maintaining the regional travel demand model and other demographic needs. Ensure data is available to communities, social services, REDC, and other agencies as appropriate. This work supports the regional [Comprehensive Economic Development Strategy \(CEDS\)](#), the LRTP and other transportation planning efforts.
4. **Resource Layers:** Update, analyze, and map data depicting natural, cultural, historic, and other resources. Data and maps are utilized as inputs for the LRTP, Travel Demand Model, and individual transportation project development efforts. This includes statewide and regional GIS databases such as the NH Coastal Viewer and NH Flood Hazards Geodatabase.
5. **Standard Map Set:** Maintain the set of maps that are produced for all communities in the region for use in planning. These include transportation infrastructure, zoning, land use, surface water, aquifers, composite tax data, conservation lands, community facilities, soils, buildout data, and digital orthophotos.

Work Products

- Zoning and Land Use Layers: Continue town by town updates to the zoning and land use/land cover layers database as tabular and spatial information becomes available in digital or hard copy form. Staff is examining the feasibility of maintaining this data in webmaps.
- Updates to the standard map set of land use and land cover maps for all member communities.
- Updates to the standard zoning maps for all member communities.
- Long Range Transportation Plan Maps.
- Transportation-related maps and data updates as requested.
- Crash Data compiled for the Region and analysis of problem areas for potential Highway Safety Improvement Program (HSIP) projects and other safety studies.

- Receive, disseminate, and analyze ACS Census & related data as available.
- Update ES202 employment data aggregated to TAZ for Travel Demand Model use.
- Updated major employer database for inclusion in the Travel Demand Model.
- Updated maps and data sets.
- Transportation system vulnerability assessment database.

TASK 404 — DEMOGRAPHICS

Objective

To collect and analyze socio-economic and demographic data relevant to the MPO Study Area and to support data requirements and assessing future demand and system needs in the development of the LRTP, the TIP, the CMP, transit planning, population projections, regional travel demand modeling, and other transportation planning efforts.

Activities

1. **Population and Employment Projections:** The development and maintenance of regional population and employment projections to support the Travel Demand Model and the LRTP.
2. **Housing Projections:** Quantifying the present housing availability and projecting the future needs in the region utilizing Regional Housing Needs Assessment data as a starting point to provide inputs for the Travel Demand Model. This information aids the development of the LRTP by identifying development patterns and trends and expectations for future growth.
3. **Analysis of Census Data:** Analysis of Census and other demographic data for transportation planning purposes. The American Community Survey (ACS), Longitudinal Employer-Household Dynamics (LEHD) data, and LEHD Origin-Destination Employment Statistics (LODES) provide insight into commuting patterns and methods of transport to work.
4. **2020 Decennial Census:** Integration and analysis of 2020 Census data including Urbanized Area (UZA) and MPO boundary adjustments and boundary smoothing, roadway functional classification updates, and other analyses.

Work Products

- Update regional employment projections for the LRTP and the regional travel demand model.
- Updated CEDS data tables and summaries for employment, population, and housing data.
- Updated housing and population projections for the LRTP, Travel Demand Model, and other planning efforts
- Analysis of ACS Journey to Work/ LODES Commuting pattern information.
- Updated UA boundaries and follow-up “boundary smoothing” process

TASK 405 — EQUIPMENT AND SUPPLIES

Objective

To facilitate the purchase of equipment and transportation planning resources such as manuals, hardware, software tools, and data required to perform the transportation planning process.

Activities

1. **Purchase/Repair Traffic Counting Equipment:** Purchase and repair of counting equipment.
2. **Transportation Planning Resources:** Purchasing transportation planning resources such as the Highway Capacity Manual, Trip Generation Manuals, and others as needed.
3. **Computer Hardware and Software:** Purchase computer hardware utilized for transportation planning as well as ESRI GIS Licenses and TransCAD travel demand modelling software, and other software that supports transportation planning efforts as needed.
4. **Tools and Data:** Purchase licenses for access to the NPMRDS “Deep Dive” tools and expanded TMC network for New Hampshire, PublicInput for public engagement tools, and EcoInteractive ProjectTracker for TIP/LRTP project data management.

Work Products

- Repaired traffic counting equipment as needed.
- New computers and counting equipment.
- ArcGIS and module Licenses (ESRI).
- TransCAD License (Caliper Corp).
- Synchro License renewal/version update (as needed).
- NPMRDS “Deep Dive” tools and expanded TMC network
- PublicInput community engagement tools
- EcoInteractive ProjectTracker TIP/LRTP project tracking database
- Other transportation planning specific software purchases/updates as needed.

TASK 406 — TRAVEL DEMAND MODELING

Objective

To maintain and improve the Travel Demand Model and utilize it for travel demand estimation, scenario planning and forecasting, estimating the effectiveness of proposed transportation improvement projects and plans, and understanding system efficiency and congestion.

Activities

1. **Model Maintenance, Updates and Enhancements:** Overall maintenance of the model as well as updates and enhancements to simplify and streamline the modeling process as well as enhance capabilities. RPC utilizes a travel demand model consultant to assist with this work.
2. **Coordination with other models:** Share knowledge and data between MPO Regional Travel Demand Models and work towards developing consistent methodologies and data with adjacent Boston UA and New Hampshire models.
3. **Travel Demand Forecasting:** Forecast travel demand for specific transportation plans or projects such as the CMP. The model may also be used to test growth scenarios and routing analysis for the LRTP or Regional Master Plan.

Work Products

- Continued improvements in data efficiency and reduced data redundancy.
- Enhanced Model capabilities.
- Modify regional buildout analysis to provide dynamic land use allocation data to the MPO.
- Calibrated and validated travel demand model that can be certified as meeting FHWA.
- Travel Demand Model results for any analyses.
- Forecast regional and facility specific traffic levels as requested.

TASK 407 — MEMBERSHIPS, SUBSCRIPTIONS & PROFESSIONAL COSTS

Objective

To fund agency subscriptions to transportation planning/engineering periodicals, memberships in professional organizations such as Association of Metropolitan Planning Organizations (AMPO), National Association of Regional Councils (NARC) (Transportation Planning Only), and other professional costs.

Activities

None

Work Products

- AMPO Membership dues paid.
- NARC Transportation Planning dues paid.

CATEGORY 500: TECHNICAL ASSISTANCE AND PLANNING

Purpose: *To address local transportation issues and concerns by providing transportation planning consultation, general technical assistance, project development support, and grant funding resources to communities in response to local needs and requests.*

| Technical Assistance | FY 26 Funding | FY 27 Funding | Total Funding | FY 26 Staff Time | FY 27 Staff Time | Total Staff Time |
|---|----------------------|----------------------|----------------------|-------------------------|-------------------------|-------------------------|
| 501 Local & Regional Technical Assistance | \$49,320 | \$50,252 | \$99,572 | 510 | 510 | 1,020 |
| 502 Statewide Assistance | \$19,988 | \$20,333 | \$40,321 | 190 | 190 | 380 |
| 503 LPA Program Support | \$6,623 | \$6,805 | \$13,428 | 60 | 60 | 120 |
| 505 Regional Coordinating Councils | \$22,440 | \$22,835 | \$45,274 | 220 | 220 | 440 |
| 506 Transit & TDM Planning* | \$47,561 | \$48,458 | \$96,019 | 510 | 510 | 1,020 |
| Category 500 Total | \$145,932 | \$148,684 | \$294,616 | 1,490 | 1,490 | 2,980 |

TASK 501 — LOCAL AND REGIONAL ASSISTANCE

Objective

To provide transportation planning technical assistance to MPO communities and coordinate actions and activities with regional partner agencies.

Activities

- 1. General Transportation Assistance:** Providing general transportation planning and technical assistance to communities and other public entities when resources allow.
- 2. Development Impact Review:** Review and comment on Traffic Impact Studies and land development proposals as part of the Development of Regional Impacts (DRI) process.
- 3. Scenic Byway Corridor Management Plan Implementation:** Continue to provide technical assistance and support community implementation of Corridor Management Plans as requested for the NH Coastal Scenic Byway and the Robert Frost/Stagecoach Scenic Byway.
- 4. RPC Executive Directors Meetings:** Participate in monthly RPC Executive Directors meetings with State and Federal agencies to discuss transportation planning and related issues.
- 5. NH MPO Coordination Meetings:** Monthly meetings of MPO staff to discuss common issues, coordinate work efforts, and develop cooperative products or processes.
- 6. Portsmouth Naval Shipyard(PNSY) JLUS Implementation:** Participate in the Joint Land Use Study Implementation Committee for the Portsmouth Naval Shipyard.
- 7. Participation in Seacoast Drinking Water Commission, Southeast Watershed Alliance**

(SWA) and the Stormwater Coalition: Participate in meetings (~10/year) and provide technical support for stormwater management and non-point source pollution planning. Assist communities in meeting Federal Stormwater Regulations, and the Municipal Separate Storm Sewer System (MS4) requirements to manage roadway drainage and runoff.

- 8. Coastal Adaptation Workgroup (CAW):** Participate in CAW (~10 meetings/year), assisting New Hampshire coastal communities with training and education related to natural hazard.

Work Products

- Reports and memoranda related to local assistance as required.
- Coordination with other NH, Maine, and Massachusetts MPOs as needed.
- Comments on Traffic Impact Studies and development proposals as requested.
- Provide input regarding Developments of Regional Impact as requested.
- Documentation of Scenic Byway technical assistance.
- Participation in the JLUS implementation process.

TASK 502 — STATEWIDE ASSISTANCE

Objective

To participate in NHDOT project and program advisory committees as requested in support of community engagement and fulfillment of MPO goals and responsibilities for the planning, implementing, and monitoring projects, the coordination of Performance Based Planning, and furthering the MPO role as a liaison between the communities and state and federal partners.

Activities

- 1. Project Implementation & Monitoring:** Monitor all transportation projects proposed for the MPO region through attendance at project meetings, discussions with NHDOT project managers and others, and communication with local, regional, and state officials.
- 2. Project Public Advisory Committees (PACs):** Participate in NHDOT Project Advisory Committees. Currently, there are five active PACs in the MPO region.
- 3. Statewide Advisory Committees:** Participate in NHDOT advisory committees and workgroups on request or as a designated MPO representative.
- 4. NHDOT Scoping Meetings:** Attend NHDOT Traffic Bureau scoping meetings for land development proposals in the region and provide feedback.
- 5. NEPA Participating Agency:** Participate in the NEPA process for NHDOT projects as a designated “Participating Agency” or as an interested party.

Work Products

- Written or verbal input to NHDOT regarding project development process, implementation, scope, cost, design, and/or schedule.
- Technical memos regarding project implementation activities.
- Formal comments submitted by the MPO as part of a NEPA process.

TASK 503 — LOCAL PROJECT ADMINISTRATION (LPA) PROGRAMS

Objective

To assist communities and regional agencies with the administration and implementation of locally managed projects.

Activities

1. **Transportation Alternatives Program:** Provide project development and implementation assistance to applicants for Transportation Alternatives Program (TAP) funds.
2. **Congestion Mitigation & Air Quality Program:** Provide project development and implementation assistance to applicants for Congestion Mitigation & Air Quality (CMAQ) funds.
3. **Other Grant Programs:** Provide project development and implementation assistance to applicants for other Federal competitive grant programs where the community will be the project administrator.

Work Products

- Regional TAP evaluation process and project ranking.
- Regional CMAQ evaluation process and project ranking.
- Documentation of TAP and CMAQ project implementation efforts.
- Assistance to communities with grant project development and implementation, as necessary.

TASK 505 — REGIONAL COORDINATING COUNCILS (RCC)

Objective

To support the operation of the two Regional Coordinating Councils (RCCs) serving communities in the MPO Region.

Activities

1. **Southeast Region (ACT/Region 10):** Continue to participate in the Alliance for Community Transportation (ACT), the RCC for the Southeast NH that includes the eastern portion of the RPC region. Includes assistance developing funding proposals, coordination Operating Agreements with provider agencies, and planning for expansion of volunteer driver program coverage in central Rockingham County.
2. **Greater Manchester-Derry-Salem Region (Region 8):** Continue to collaborate with SNHPC and MTA/CART on management of the Greater Manchester-Derry-Salem Regional Coordinating Council for Community Transportation (RCC).
3. **Coordinated Public Transit/Human Service Transportation Plans:** Work with COAST, MTA/CART, neighboring planning commissions, and appropriate human service agency staff to complete any required updates to the two Coordinated Public Transit & Human Services Transportation Plans that cover the MPO study area.

Work Products

- Documentation of Region 8 and Region 10 RCC participation and assistance.
- Implementing service improvements identified through RCC strategic planning, including expanding volunteer driver program coverage in central Rockingham County.
- Coordinated Public Transit & Human Services Transportation Plan updates as necessary.

TASK 506 — TRANSIT AND TDM PLANNING

Objective

To promote the development of public transportation and transportation demand management services by working with existing transit agencies, other public and private transit operators, and regional Transportation Management Associations (TMAs).

Activities

1. **Technical Assistance to COAST:** Continue to serve on the COAST Board and Finance Committee, collaborate with COAST and Strafford MPO on rider surveys and analysis for other COAST planning activities. Assess possible service expansions as requested.
2. **Technical Assistance to MTA/CART:** Continue to serve on the CART Advisory Committee and provide technical assistance with projects. Anticipated assistance includes negotiation for regional split of FTA Urban Formula funds for the Nashua Urbanized Area (UA), grant writing and serving as a liaison to communities.
3. **Statewide Community Transit Coordination:** Participate in statewide work on transit

development and transportation policy changes through the NH Transit Association, TransportNH, the Alliance for Healthy Aging, the State Coordination Council for Community Transportation (SCC), and the NH Community Transportation Needs Assessment.

4. **Regional Transit Planning and Initiatives:** Continue to participate in the Downeaster Station Communities Advisory Committee in Exeter and work with station communities, NHDOT, and NNEPRA to pursue enhancements to Downeaster service.
5. **TDM/TMA Support:** Collaborate with COAST, SRPC, municipalities, and major employers in the work of CommuteSMART Seacoast; and more broadly with the other RPCs on the Commute Smart New Hampshire statewide TDM initiative.

Work Products

- COAST ridership survey.
- Data analysis for Title VI Civil Rights Programs for COAST, MTA/CART and other regional FTA funding recipients
- Analysis of potential fixed/demand responsive routes for COAST and MTA/CART.
- Participation in NHTA and SCC in support of regional transit and coordination initiatives.
- Participation in TransportNH, the Alliance for Healthy Aging Transportation Work Group and other collaborative efforts to expand transportation access.
- Downeaster Station Committee Participation.
- Documentation of support to CommuteSMART Seacoast and Commute Smart NH.

4 OTHER PLANNING ACTIVITIES

In addition to the MPO transportation planning work, there are a number of related planning efforts by the Rockingham Planning Commission and other planning agencies in the region. Some are transportation planning focused, while others are concentrated on land use or environmental issues. Most are multi-disciplinary in nature and involve some consideration of the transportation system of the area. This section of the UPWP identifies those projects and programs.

RELATED TRANSPORTATION PLANNING EFFORTS

As indicated in the introduction of this Unified Planning Work Program, the “unified” aspect of the document is intended to encompass all MPO transportation planning activities that are foreseen in the region, regardless of funding source or implementing agency. The non-UPWP funded transportation planning activities that we are aware of and will take place in the program period are listed below. In some cases, RPC is providing assistance and in others the MPO has a stakeholder or participant role. These are summarized below with funding sources and amount, to the extent they are known, included in tables with each description.

COAST Transit Planning [COAST]: COAST uses some FTA Section 5307 funds to undertake planning activities with COAST staff resources or outside consulting assistance:

- Aid with planning and mobility management to ACT, the Regional Coordinating Council (RCC) for the Southeast NH region.
- Participate in updates as needed to the Coordinated Public Transit/Human Service Transportation Plan for the region.
- Continue ongoing general and comprehensive transit planning.
- Conduct biennial system review.

| COAST 5307 Planning Funds | FY 2026 | FY 2027 |
|---------------------------|----------|----------|
| FTA 5307 | \$29,714 | \$30,308 |
| Local Match (COAST) | \$7,428 | \$7,577 |
| Total: | \$37,142 | \$37,885 |

Manchester Transit Authority [MTA]: MTA on behalf of CART member communities will undertake the following planning activities using FTA Section 5307 and 5310 Funds, and may utilize outside consulting assistance to:

- Aid with planning for the combined Greater Manchester-Derry-Salem Regional Coordinating Council for Community Transportation (Region 8 RCC)

| MTA 5307 Planning Funds (Est) | FY 2026 | FY 2027 |
|-------------------------------|----------|----------|
| FTA 5307 | \$76,482 | \$79,542 |
| Local Match (MTA/CART) | \$19,121 | \$19,885 |
| Total: | \$95,603 | \$99,427 |

- Participate in updates as needed to the Coordinated Public Transit/Human Service Transportation Plan for the region.
- Conduct ridership analyses to identify potential new demand-responsive route services.
- Implement new demand-responsive routes as identified.
- Continue ongoing general and comprehensive transit planning.

Portsmouth Naval Shipyard (PNSY) Joint Land Use Study (JLUS): The PNSY is working with Kittery and the Southern Maine Planning and Development Commission to implement the findings and recommendations of the Joint Land Use Study (JLUS). This study examined how Shipyard activity is impacting the surrounding region and recommended ways to address transportation and housing issues and promote community development that is supportive of and compatible with the Shipyard’s long-term needs and operational missions.

New Hampshire Stream Crossing Improvements for Resilient Infrastructure: This National Fish and Wildlife Foundation (NFWF) funded project will protect at-risk community assets by further developing a scalable stakeholder-informed stream crossing prioritization framework, growing technical and programmatic capacity and creating a funding mechanism (the Stream Crossing Grant program, or SCG) that facilitates the distribution of limited resources to crossing replacement projects that balance road safety, ecosystem restoration, wildlife passage, and cost. The Merrimack and Coastal watersheds are at extreme risk of catastrophic flooding and the current trend of increased overall precipitation is increasing the chance of culvert failure and flooding at crossings, simultaneously degrading habitat. The SCG will result in a pipeline of at least 10 priority crossing restoration projects designed to manage the 100-year storm of 2100 using nature-based solutions and strengthened connections between stakeholders to advance the twin priorities of flood resistance and aquatic habitat connectivity. By streamlining the SCG with quality data, flexible tools, intuitive training, and programmatic capacity this project will contribute to the functioning and long-term growth of a resilient New Hampshire.

| Fund Source | Amount |
|---------------------------|-------------|
| NFWF | \$997,686 |
| Match | \$388,079 |
| Total | \$1,385,765 |
| Funding for RPC (3 Years) | ~\$90,000 |

NH Seacoast Greenway Phase 3 – Hampton-Hampton Falls Project Implementation: In 2024 RPC secured a federal RAISE grant to accelerate engineering and permitting for Phase 3 of the NH Seacoast Greenway extending from Drakeside Road in Hampton southward through Hampton Falls to the Seabrook town line. As of March 2025 the status of this grant is in question given shifting FHWA priorities, but if it moves forward we anticipate NHDOT will oversee engineering work while RPC take the lead on the public engagement component.

RELATED LAND USE AND ENVIRONMENTAL PLANNING ACTIVITIES

The RPC is involved with many land use and environmental planning activities that are interconnected with transportation issues. While transportation may not necessarily be the primary focus of these efforts, it is part of the discussion and may influence decision-making and the planning process. Transportation planning for the MPO makes up approximately 53% of the RPC annual budget with the remainder of staff time and resources going to regional and local land use and environmental planning efforts. A general description of this work is included below along with general funding sources and amounts where known.

Estimated RPC Budget FY 26 and FY 27

| Funding Source | FY26 Budget | % of Budget | FY27 Budget | % of Budget |
|-----------------------------|----------------|----------------|----------------|----------------|
| Member Dues | \$151,485 | 11% | \$151,485 | 11% |
| Local Contracts | \$160,000 | 12% | \$160,000 | 11% |
| Transportation Planning Fed | \$703,665 | 51% | \$731,737 | 52% |
| Other Federal Funds | \$160,000 | 12% | \$160,000 | 11% |
| State OPD and ARPA | \$120,000 | 9% | \$120,000 | 9% |
| Other/Misc | \$77,827 | 6% | \$77,827 | 6% |
| Total | \$1,372,977 | 100% | \$1,401,049 | 100% |

Comprehensive Economic Development Strategy [Rockingham Economic Development Corporation]: Funded through the US Department of Commerce’s Economic Development Administration, The Rockingham Economic Development Corporation (www.redc.com) annually updates the Comprehensive Economic Development Strategy (CEDS) in support of on-going regional economic development planning efforts. RPC provides support in updating demographic and economic data and associated analysis, providing information on proposed transportation projects and improvement needs, and updating goals, objectives and recommendations.

NH Coastal Adaptation Workgroup (NH CAW) [Multiple Agencies]: Formed in January 2010, NH CAW currently involves 26 agencies, organizations, municipalities, consulting firms, and NGOs. NH CAW partners have received project grants of more than \$6M in assets that enables NH CAW to work with coastal watershed communities on projects providing education and technical assistance. The NH CAW Outreach Team provides support for planning and implementing instructional workshops and educational events, planning, and implementing the annual NH Climate Summit, developing outreach materials and social media content, and coordinating research and grant proposals.

Circuit Rider Planning Services and Technical Assistance: The RPC provides part-time professional land use planning services to the Planning Boards of eight member communities and technical assistance to all 27 communities as requested. General duties include assistance in developing revisions to Zoning Ordinances and preparation of warrant articles, Site Plan Review and Subdivision Regulations, review of development proposals, and assistance with the development of Capital Improvement Programs (CIPs). These services are paid through RPC dues and contracts with individual communities for circuit rider services. Tasks such as updating community master plan chapters are also undertaken, often under a separate contract.

Developments of Regional Impact (DRI): The RPC conducts reviews of development of regional impact to assist in fulfilling obligations under RSA 36:58. This provides for convening the RPC DRI committee, supporting it, preparation of written responses, and attendance at local land use board meeting concerning developments of regional impact as required. This program is funded through the NH Office of Strategic Initiatives (OSI) Targeted Block Grant (TBG) program.

New Hampshire Coastal Program Technical Assistance Grants: This program provides funding to the regional planning commissions that have coastal communities to engage in planning projects that implement the coastal resource management goals of the NH Coastal Program. Planning and technical assistance projects that can be accomplished by RPC staff and consistent with Program goals are eligible. Examples include community master planning, natural resources inventories, land use and natural resources mapping, and coastal flood planning. This program is funded by NOAA's Office for Coastal Management under the Coastal Zone Management Act in conjunction with the NH Department of Environmental Services Coastal Program.

Emergency Management / Hazard Mitigation Planning Grants: This program provides funding to accomplish the preparation and updating of local all-hazard mitigation plans. These plans document all the hazards existing in communities and serve as prerequisite documents for many funding programs offered by the NH Office of Homeland Security and Emergency Management. These programs are funded through the NH Office of Homeland Security via the following emergency management and hazard mitigation planning grants: Hazard Mitigation Grant Program (HMGP), Pre-Disaster Mitigation (PDM), Flood Mitigation Assistance (FMA), Repetitive Flood Claims (RFC), and Severe Repetitive Loss (SRL). In addition, Pre-Disaster Mitigation (PDM) grants funded by FEMA through the New Hampshire Department of Homeland Security and Emergency Management provide the resources for the RPC to conduct Hazard Mitigation Plan updates for member communities.

Regional Master Plan: RPC received \$100,000 from a Congressional earmark to update the Regional Master Plan. This effort will develop a comprehensive, integrated document that connects the gaps between existing, topic specific planning efforts to create a plan focused on identifying actions to increase the region's capabilities and vibrancy. The updated comprehensive regional plan will integrate content from the Regional Housing Needs Assessment (RHNA) throughout. It will look at the RHNA's identification of low-income populations and other communities of interest and how they overlay services and high opportunity areas, particularly with an economic development and transportation focus. In addition to incorporating content from RHNA efforts, the updates to the regional plans will further address region specific needs such as broadband, water and sewer infrastructure, economic investment, community development, public health, and emergency preparedness. Among other purposes, these plans will provide a basis for project implementation and directing future community investment. RPC intends to engage with the public through a series of outreach efforts including developing both printed and online outreach materials, conducting surveys and targeted interviews, hosting a combination of in-person and virtual workshops, social media posts, and creating an interactive web platform that includes surveys and maps.

5 TASK SCHEDULING

Part of the requirements for the UPWP is to identify the schedule and timeframes for the included work. The work program includes a large number of activities and work products that occur on varying timeframes and frequency. **Figure 4** depicts the anticipated scheduling of activities and anticipated work products associated with the major tasks in the UPWP. Many tasks occur at specific identifiable time intervals in the UPWP program period, others occur only as needed, and still others are ongoing throughout the two-year period. Those that are ongoing work tasks or occur only as needed are shown as fully shaded for the entirety of the UPWP.

Figure 4: Schedule of Tasks and Deliverables

Category 100

| | Activities | Work Products |
|------------------|---|---|
| One-time | <ul style="list-style-type: none"> • Development of 2028-29 UPWP • UPWP Performance Report (Fall 2025) • Mid-Term Contract Review (Summer 2026) • FHWA/FTA Planning Review (Fall 2027) | <ul style="list-style-type: none"> • 2028-29 UPWP (April 2027) • 2024-2025 UPWP Performance Report (10/2025) • Materials for FHWA/FTA Planning Review (11/2027) • Mid-Term Contract Review questionnaire (8/2026) |
| Monthly | <ul style="list-style-type: none"> • Compiling monthly invoice • Compiling monthly progress report | <ul style="list-style-type: none"> • UPWP Invoices • UPWP Status Reports |
| Annually | <ul style="list-style-type: none"> • Audit and Audit Preparation (Fall) | <ul style="list-style-type: none"> • Financial Audit (January) |
| Ongoing | <ul style="list-style-type: none"> • Financial Management and Reporting • General Administration • Contract Management | <ul style="list-style-type: none"> • Employee timesheets |
| As Needed | <ul style="list-style-type: none"> • Prospectus Update • Conferences, Seminars, and Workshops • Staff training • Model/Software Training • MPO/Transit Agency Agreement review | <ul style="list-style-type: none"> • Current UPWP Adjustments • Procurement Guidelines Update • DBE Program and Goal Analysis • Updated MPO/Transit Agency MOUs |

Category 200

| | Activities | Work Products |
|------------------|---|--|
| One-time | <ul style="list-style-type: none"> • TIP/STIP Update (Fall 2026-Winter 2027) • Project Selection Criteria update (Spring 2026) • Project Selection Criteria weighting (Summer 2026) • PM2 Performance Target Coordination • PM3 Performance Target Coordination • Regional Bike and Pedestrian Plan development | <ul style="list-style-type: none"> • Project Selection Criteria for LRTP and TYP • Ten Year Plan Candidate Project List (11/2026) • Ten Year Plan Priority Projects List (3/2027) • Draft and Approved 2025-2028 TIP (3/2027) • Regional Bike/Ped Plan • MPO System Performance Report (Spring 2027) • PM2 Targets (2026) • PM3 Targets (2026) |
| Monthly | <ul style="list-style-type: none"> • Interagency Consultation | <ul style="list-style-type: none"> • TIP Minor Revision Approvals |
| Annually | <ul style="list-style-type: none"> • Attend Ten Year Plan Hearings (Fall 2025) • Congestion Management Process Data analysis • Bike Month Planning • Regional crash data analysis • HSIP Performance Targets analysis • Motorcycle Fatalities Performance Target Analysis | <ul style="list-style-type: none"> • 2025 List of Obligated Projects (12/2025) • 2026 List of Obligated Projects (12/2026) • NPMRDS travel time data analysis • Congestion Management Process Analytics update • CMP StoryMap update • Regional crash data analysis • HSIP Performance Targets (February) • Motorcycle Fatalities Performance Target (February) • Documentation of Bike Month activities |
| Ongoing | <ul style="list-style-type: none"> • Long Range Transportation Plan Updates as needed • Transportation project identification and • Multi-use trail project planning • Expansion of Bike/Ped Counting Program | <ul style="list-style-type: none"> • TIP/STIP data and revision processing database • Project scoping and funding development assistance for NH Seacoast Greenway |
| As Needed | <ul style="list-style-type: none"> • Attend TPC Meetings • Participation in Incident Management Systems • ITS Architecture coordination with planning partners • Fiscal constraint analysis for TIP/LRTP • Air Quality Conformity Analysis • Freight Planning • State LRTP • State CSAC Participation | <ul style="list-style-type: none"> • Ten Year Plan Hearing Presentations • Comments on the draft Ten Year Plan • TPC • Interagency Consultation Meeting Notes • Materials/Presentations • TIP Amendment Approvals (quarterly) • LRTP Amendments • Transit Asset Management (TAM) and Transit Safety Performance Targets (w/ LRTP) • Air Quality Conformity Determinations • Update ITS Architecture • Update ITS Strategic Plan |

Category 300

| | Activities | Work Products |
|------------------|---|---|
| One-time | <ul style="list-style-type: none"> • Development of outreach materials on MPO plans and processes. • Website rebuild | <ul style="list-style-type: none"> • Educational and outreach materials on MPO plans processes. • New Website |
| Monthly | <ul style="list-style-type: none"> • TAC meeting planning • Policy Committee meeting planning • Contributions to RPC newsletter | <ul style="list-style-type: none"> • TAC agendas • TAC meeting minutes • TAC meeting presentations and memorandums • Policy Committee agendas • RPC monthly newsletter |
| Annually | <ul style="list-style-type: none"> • TAC member recruiting • Orientation for new TAC members | <ul style="list-style-type: none"> • MPO TAC and Policy Committee meeting attendance compilation (End of FY) |
| Ongoing | <ul style="list-style-type: none"> • MPO website maintenance • Media monitoring for planning related news stories • Tracking Press releases project related information • Maintain Interested Parties List | <ul style="list-style-type: none"> • Documentation of press releases and news stories |
| As Needed | <ul style="list-style-type: none"> • Public Participation Plan revision • Limited English Proficiency outreach • Data analysis from public outreach efforts • Attend other MPO TAC/Policy Meetings • Public outreach surveys | <ul style="list-style-type: none"> • Spanish language MPO materials |

Category 400

| | Activities | Work Products |
|------------------|--|---|
| One-time | <ul style="list-style-type: none"> • Update housing and household projections • Update employment projections. • Urbanized Area Designation • Urbanized Area boundary smoothing • Purchase Radar traffic counter (or equivalent) • Purchase bike/ped counter • Purchase computer hardware and software | <ul style="list-style-type: none"> • Employment projections • Updated Urbanized Area Boundaries • Updated Roadway Functional Classification for the region |
| Monthly | <ul style="list-style-type: none"> • | <ul style="list-style-type: none"> • |
| Annually | <ul style="list-style-type: none"> • Update land use data set • Update zoning data set • Compile crash data • Update standard map sets for communities • AMPO membership • NARC membership | <ul style="list-style-type: none"> • Traffic Volume and Classification counts submitted to NHDOT • Bike/Pedestrian count data tabulated • TransCAD license • ESRI ArcGIS licenses |
| Ongoing | <ul style="list-style-type: none"> • Traffic Count Program • Stream Crossing inventory and data collection • Pedestrian infrastructure data development • Update road network datasets • GIS data development and maintenance • Travel Demand Model maintenance, updates, and enhancements • Regional Land Use allocation model for travel demand model input • Participation in Model Users Group • Discussions of multi-MPO travel demand model | <ul style="list-style-type: none"> • Travel demand forecasting for LRTP • Updated regional land use allocation for travel demand model |
| As Needed | <ul style="list-style-type: none"> • RSMS data collection for communities • Data collection for local communities. • Assist NHDOT with technical studies • Updating data sets • MPO boundary adjustments based on Census 2020 Urbanized Areas • Purchase/Repair traffic counting equipment • Purchase transportation planning manuals & guides • Update demographic data • Update population projections | <ul style="list-style-type: none"> • Turning Movement Counts • Volume counts requested by communities • RSMS current condition reports and projections • Updated Household travel survey or equivalent • Synchro License renewal • Travel demand model outputs and results • Updated Population Projections • Updated Housing projections |

Category 500

| | Activities | Work Products |
|------------------|--|---|
| One-time | <ul style="list-style-type: none"> • Regional Complete Streets policy development • Analysis of potential fixed/demand responsive routes for COAST • Expansion of volunteer driver program coverage for central Rockingham County communities | <ul style="list-style-type: none"> • Regional Complete Streets Policy • Route analysis for CART |
| Monthly | <ul style="list-style-type: none"> • Partnering for Performance NH meetings/ discussions • Executive Director meetings • Participation in NH Transit Association • Participation in TransportNH • Participation in Alliance for Healthy Aging • Participation in State Coordinating Council for Community Transportation (SCC) • Participation in SWA and Stormwater Coalition • Participation in CAW | <ul style="list-style-type: none"> • Documentation of participation and technical assistance activities |
| Annually | <ul style="list-style-type: none"> • Provide assistance with HSIP Road Safety Audit proposals • Provide project development assistance for regional TAP applicants • Provide project development assistance for regional CMAQ applicants. • Conduct Air Quality analyses for CMAQ proposals • Coordinate with Boston Urbanized Area MPOs | <ul style="list-style-type: none"> • HSIP RSA Applications • TAP Applications • CMAQ Applications • CMAQ air quality analyses • COAST Ridership survey |
| Ongoing | <ul style="list-style-type: none"> • Participation in Public Advisory Committees for NHDOT projects • Portsmouth Naval Shipyard JLUS Implementation Committee • Provide support for Southeast Region RCC (ACT) • Provide support for Greater Derry-Salem RCC • Technical Assistance to COAST • Technical Assistance to MTA/CART • CommuteSMART Seacoast and Commute Smart NH | <ul style="list-style-type: none"> • Documentation of RCC, SCC, JLUS, transit agency and TDM technical assistance |
| As Needed | <ul style="list-style-type: none"> • Technical assistance to communities as requested • Development and traffic impact study review • Participation in Statewide Freight Advisory Committee • Participation in HSIP, TAP, CMAQ and other state advisory committees as requested. • NEPA Participating Agency or interested party • Participation in Exeter Rail Station Committee • Scenic Byway technical assistance | <ul style="list-style-type: none"> • Memos/reports related to community technical assistance • Memos with comments on development proposals and traffic impact studies |