



Fiscal Year 2025 Unified Planning Work Program

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Northwest Louisiana

METROPOLITAN PLANNING AREA

Bossier, Caddo, DeSoto, & Webster Parishes

Prepared by:
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Fiscal Year 2025

Unified Planning Work Program

Prepared by the Northwest Louisiana Council of Governments for the Metropolitan Planning Area of Bossier, Caddo, DeSoto, and Webster Parishes in cooperation with:



**Federal Highway
Administration**



**Federal Transit
Administration**

Northwest Louisiana Council of Governments
Metropolitan Planning Organization, Transportation Policy Committee
UPWP Task Summary:
Introduction for Public Comment:
Adoption:

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RESOLUTION ADOPTED BY THE
NORTHWEST LOUISIANA COUNCIL OF GOVERNMENTS
Metropolitan Planning Organization Transportation Policy Committee

At a meeting of the Northwest Louisiana Council of Governments (NLCOG) Metropolitan Planning Organization Transportation Policy Committee held on _____, 2024 pursuant to due notice, a quorum being present, the following resolution was duly adopted:

WHEREAS, The NLCOG has determined that the requirements of the Urban Transportation Planning process are being carried out utilizing the "3-C Planning Process" (continuous, comprehensive and coordinated); and

WHEREAS, The NLCOG has determined that the *UNIFIED PLANNING WORK PROGRAM for the CADDO BOSSIER METROPOLITAN PLANNING AREA, FISCAL YEAR 2024* was developed in accordance with the requirements of the Infrastructure Investment and Jobs Act (IIJA) and the Fixing America's Surface Transportation Act or "FAST Act"

BE IT RESOLVED, That the Northwest Louisiana Council of Governments Metropolitan Planning Organization Transportation Policy Committee does hereby approve and adopt the *UNIFIED PLANNING WORK PROGRAM for the NORTHWEST LOUISIANA METROPOLITAN PLANNING AREA, FISCAL YEAR 2024* and directs the staff of the Northwest Louisiana Council of Governments to submit said program to the appropriate federal state and local agencies and to comply with any minor revisions necessary to facilitate submission and adoption requirements including all resolutions, certifications and assurances.

CERTIFICATION

I, J. Kent Rogers, Secretary to the Council of Governments, do hereby certify that the above and foregoing is a true and correct copy of the resolution adopted at a regular meeting of said Committee on __, 2024.

Shreveport, Louisiana, this _____ day of _____ **2024**

J. Kent Rogers, Secretary
Northwest Louisiana Council of Governments

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RESOLUTION ADOPTED BY THE
NORTHWEST LOUISIANA COUNCIL OF GOVERNMENTS
Metropolitan Planning Organization Transportation Policy Committee

At a meeting of the Northwest Louisiana Council of Governments (NLCOG) Metropolitan Planning Organization Transportation Policy Committee held on May 12, 2023 pursuant to due notice, a quorum being present, the following resolution was duly adopted:

BE IT RESOLVED that J. Kent Rogers, Executive Director of the Northwest Louisiana Council of Governments be authorized to execute all contracts and agreements pursuant to completion of those programs and projects for completion of the Fiscal Year 2024 Unified Planning Work Program and Budget as adopted.

CERTIFICATION

I, J. Kent Rogers, Secretary to the Council of Governments, do hereby certify that the above and foregoing is a true and correct copy of the resolution adopted at a regular meeting of said Committee on , 2024.

Shreveport, Louisiana, this day of **2024**

J. Kent Rogers, Secretary
Northwest Louisiana Council of Governments

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PURPOSE OF THE UNIFIED PLANNING WORK PROGRAM

The Unified Planning Work Program (UPWP) is an annual statement of work identifying the planning priorities and activities to be carried out within the metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds. Metropolitan Planning Organizations (MPOs) are required to develop UPWPs to govern work programs for the expenditure of FHWA and FTA planning funds. [23 CFR 450.308)(b)]. The intent of this work plan is to coordinate all transportation-related planning activities that reflect the planning priorities facing the Northwest Louisiana Metropolitan Planning Area of Bossier, Caddo, DeSoto and Webster Parishes in Louisiana

Planning Prospectus

The Infrastructure Investment and Job Acts (IIJA), passed by Congress in 2021, defines the framework under which MPO's are to operate in the coming fiscal year. The Unified Planning Work Program documents the federally funded planning activities being undertaken by the NLCOG to maintain and improve the overall efficiency of the region's transportation network including highway, transit, and non-traditional modes. Transportation Planning requires understanding and addressing the complex relationship between mobility and the region's economy, community, and environment. This leads to an evolving transportation investment strategy to best serve the reasons economic vitality and broad quality of life goals. Most of the tasks outlined in the UPWP are required by either Federal or State law and are ongoing. At the Federal level, these tasks include the development of a fiscally constrained Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP), implementation of the Congestion Management Process (CMP), setting performance targets in coordination with state and local partners for national performance measures, and engaging the public and stakeholders to establish a shared vision and goals for the region.

The major planning priorities for the region are reflected in the Tasks described within the UPWP. A major emphasis is being placed on alternative modes of transportation and transportation safety. NLCOG has engaged in the development of a Regional Active Transportation Plan and a Safe Streets for All Regional Action Plan. The goal of these efforts is to define projects and programs which will allow for the development or greater and safer transportation alternatives leading to transportation systems with less congestion and delay, a higher state of good repair, greater accessibility to jobs and services, reductions in total vehicle miles travelled, fewer negative impacts on the environment, and increased motorist safety.

Underlying all planning efforts is a dedicated commitment to equity. Seeking meaningful public involvement is important for sharing the concerns of the community. NLCOG is committed to actively involving the public in identifying and addressing quality of life issues. NLCOG will strive to proactively inform and involve the public and improve public involvement through creative and interactive approaches.

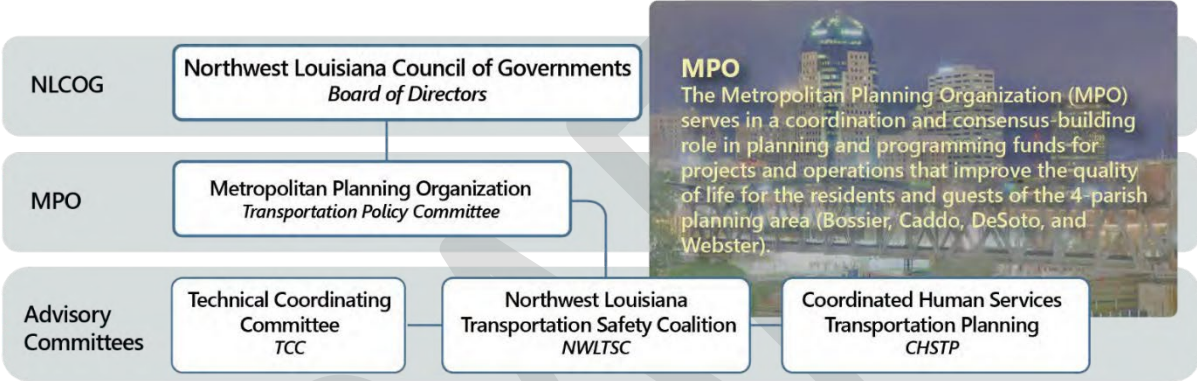
NLCOG ORGANIZATION

Northwest Louisiana Council of Governments, Inc

The Northwest Louisiana Council of Governments, Inc. (NLCOG) shall have the purpose and duty to make studies, maps, plans, recommendations, and reports concerning the physical, environmental, social, economic and governmental characteristics and other aspects which affect the development and welfare of the area.

Board of Directors

The Board of Directors shall have general oversight of the operations of the Council of Governments and is authorized to make executive decisions concerning the day-to-day operations of the Council of Governments and serves as an advisory committee to the Executive Director.



Metropolitan Planning Organization – Transportation Policy Committee

The Metropolitan Planning Organization Transportation Policy Committee serves as the Metropolitan Planning Organization (MPO) for the Shreveport Bossier City Transportation Management Area (TMA). The MPO Transportation Policy Committee shall act as the decision-making body for all Metropolitan Planning Organization matters.

Technical Coordinating Committee

The Technical Coordinating Committee shall serve as an advisory committee of NLCOG and the MPO for all technical matters under consideration by the staff or as directed by the Board of Directors or its committees. The Technical Coordinating Committee shall serve as a steering committee for all transportation planning studies.

Northwest Louisiana Transportation Safety Coalition

The NWLATSC is a multidisciplinary team formed to implement the Louisiana Strategic Highway Safety Plan (SHSP) at the regional level. The coalition works to collaborate efforts between local governments, law enforcement, public health organizations, education leaders, civic organizations, LADOTD, and other safety stakeholders on matters concerning transportation safety. There are over 230 partners and stakeholders representing close to 110 statewide and local agencies, municipalities, community groups, and safety-invested stakeholders.

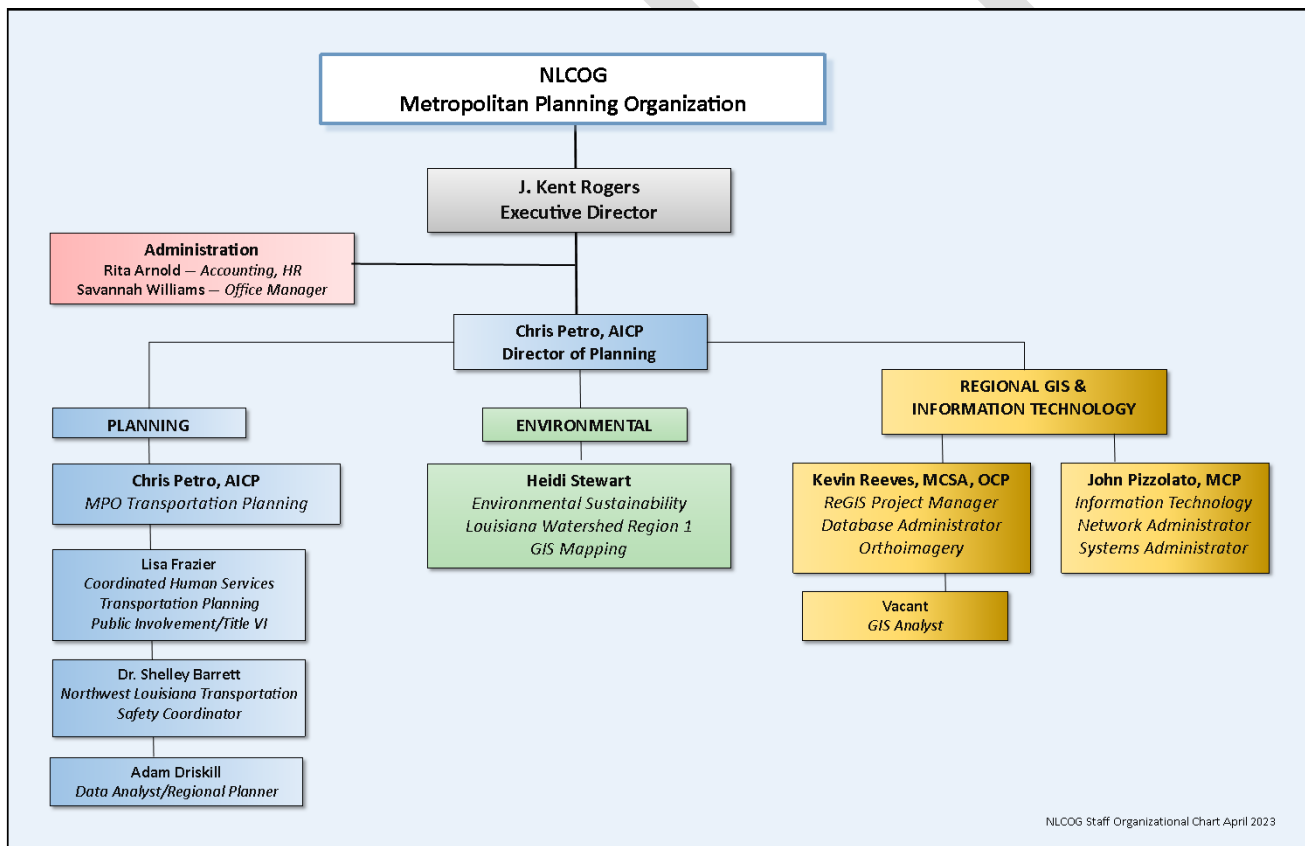
Coordinated Human Services Transportation Planning Committee

Coordinated Human Services Transportation Planning Committee (CHSTP) members include specialized and public transportation operators in Bienville, Bossier, Caddo, Claiborne, DeSoto, Lincoln, Natchitoches,

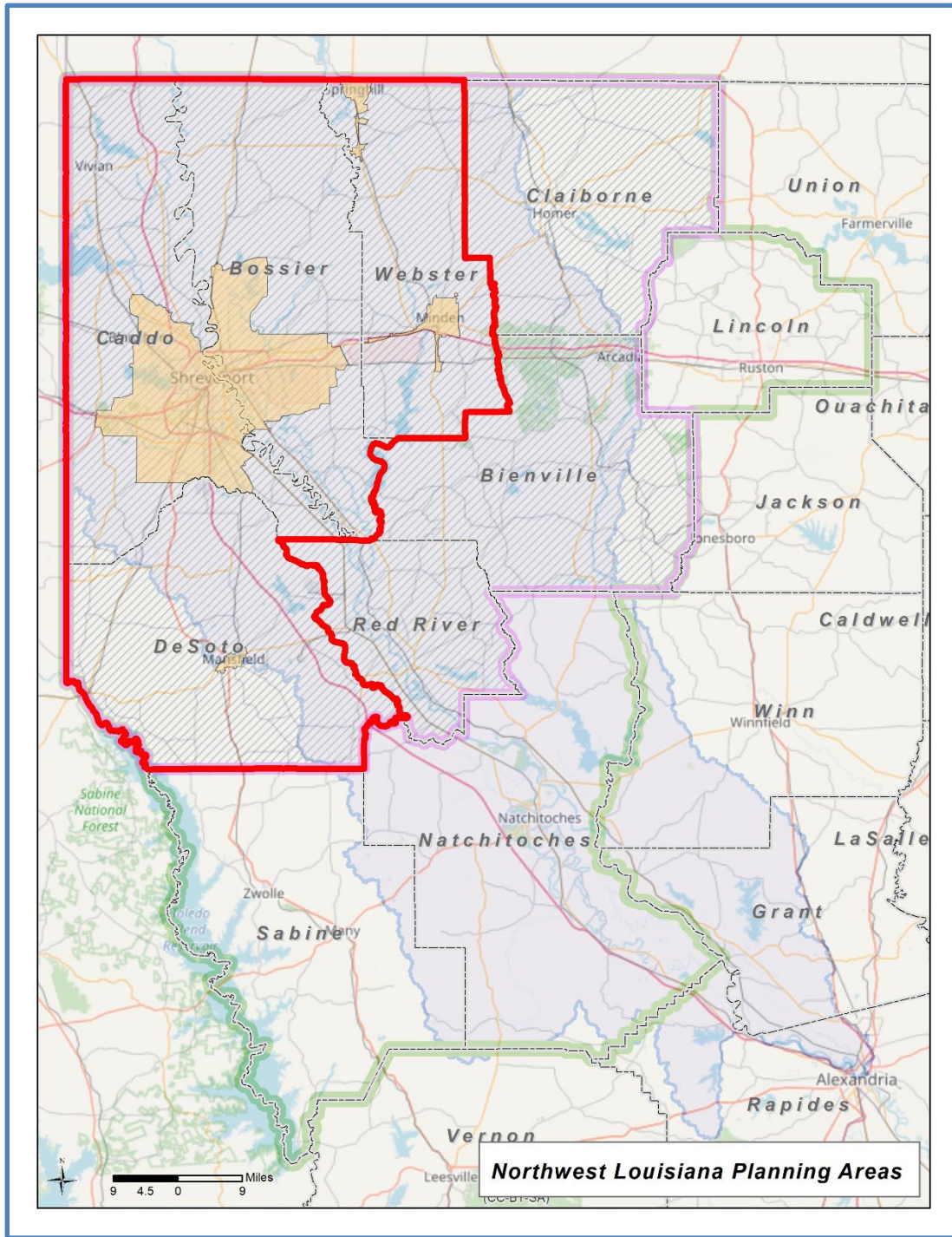
Red River, Sabine, and Webster Parishes; and representatives of human service agencies specializing in employment, healthcare, and homeless advocacy.

NLCOG Staffing

J. Kent Rogers	Executive Director
Chris Petro	Director of Planning
Rita Barnette	Accountant
Dr. Shelly Barrett	Regional Transportation Safety Coordinator
Lisa Frazier	Public Relations Coordinator/Title VI Officer/CHSTP
John Pizzolato	Network & Systems Administrator
Kevin Reeves	GIS Project Manager
Heidi Stewart	Environmental Sustainability Planner/GIS Analyst
Adam Driskill	Data Analyst\Regional Planner
Savannah Williams	Office Manager
Vacant	GIS & Data Analyst



Northwest Louisiana Planning Areas



PLANNING FACTORS

The Infrastructure Investment and Jobs Act (IIJA) reemphasized the planning factors under previous legislation and the responsibility of the MPO in preparing and maintaining the long-range Metropolitan Transportation Plan, the Transportation Improvement Program and the Unified Planning Work Program. This work program represents a continuation of the strategic planning process begun in previous years. The focus continues to be on maintaining, improving, and utilizing information resources in the day-to-day transportation decision-making process. The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors:

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 nonmotorized users;
3. increase the security of the transportation system for motorized and nonmotorized users;
4. increase the accessibility and mobility of people and for 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 resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. enhance travel and tourism.

Objective:

To discuss the planning programs priorities facing the metropolitan planning area and describe all metropolitan planning, transportation, and transportation related air quality planning activities in accordance with the requirements of the Infrastructure Investment and Jobs Act (IIJA), and the mission and goals of NLCOG.

	A	B-1	B-2	B-3	B-4	B-5	C	E	F	G-1	G-2	G-3	J	W
Economic Vitality	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Safety	*	*	*	*	*	*	*			*	*	*	*	*
Security	*	*		*	*	*	*			*	*	*		*
Accessibility and Mobility	*	*	*	*	*	*	*	*		*	*	*	*	
Environment	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Modal Connectivity	*	*	*	*	*	*	*	*		*	*	*	*	
Efficiency	*	*	*	*	*	*	*	*	*	*	*	*	*	
Preservation	*	*	*	*	*	*	*	*	*	*	*	*		*
Resilience	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Travel and Tourism	*	*	*	*	*	*			*	*	*	*	*	*

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TASK A

TRANSPORTATION PROJECT FUNDING, FINANCING, & DEVELOPMENT

Activities under this task will document and guide identified projects through local, state, and federal processes from inception to completion.

Goal:

To produce and maintain the Transportation Improvement Program (TIP), the Annual Listing of Federally Obligated Projects, and other documents to help move projects through the funding and financing stages.

Objectives:

- Maintain the Transportation Improvement Program as required for Fiscal Years 2023 – 2026 for the Northwest Louisiana Transportation Management Area.
- Develop and maintain the Annual Listing of Federally Obligated Projects.
- Work with our federal, state, and local delegation to ensure all possible funding measures are available to northwest Louisiana.
- Assist in the development of policy documents that are needed for alternative financing mechanisms.
- Maintain the Northwest Louisiana Mega Projects Status Report and Updates

Fiscal Year 2024 Major Products:

- Administrative Modifications and Amendments to the Transportation Improvement Program for the years 2023 - 2026.
- The Annual Listing of Federally Obligated Projects for the previous fiscal year.
- Northwest Louisiana Mega Projects status reports and updates.
- Report on projects within the region including those let within the past 12 months, those under construction, those to be let in the next 12 months, and synopsis of the MEGA Projects

Methodologies:

Transportation Improvement Program ([CFR 450.326, 328, 332](#))

Maintaining the current Transportation Improvement Program for the Northwest Louisiana Transportation Management Area for Fiscal Years 2023 - 2026 through amendments and modifications as deemed necessary for project implementation. Staff will work in consultation with federal, state, and local agencies and governments to ensure the TIP is properly maintained. Should the TIP need to be amended, staff will ensure that these amendments are approved by the MPO Transportation Policy Committee and that they are conducted with the required outreach procedures through Task E and in coordination with the upkeep of project database and mapping within Task C.

Staff will ensure that the TIP includes all regionally significant transportation projects, that it is fiscally constrained, and that projects are progressing toward implementation. Projects will be developed and incorporated into the TIP as needed through a formalized amendment process. Projects in the TIP will be coordinated with the updated Metropolitan Transportation Plan (MTP) from Task B-1 in order to ensure they achieve the MTP's goals and performance measures.

Track the funding commitments of identified projects to ensure that progress is being made in securing funding and advancing local priorities toward implementation.

Obligated Projects ([23 CFR 450.334](#))

Develop the annual list of projects obligated in the last fiscal year will be created to show funding commitments. These projects will also be mapped through Task C to demonstrate geographical parity and categorized by type to ensure a reasonable distribution of project types and modal emphasis areas.

MEGA Projects and Regional Project Status Reports ([23 CFR 450.316, 318](#))

Quarterly updates to the Northwest Louisiana Mega Projects Status Report and periodic Project Status Reports on projects within the region including those let within the past 12 months, those under construction, those to be let in the next 12 months, and synopsis of the MEGA Projects

Support and Development, Equipment, Software

Expenses associated with staff attendance or participation in training events, workshops, conferences, or other events and peer-to-peer exchanges that contribute to professional development and/or institutional knowledge about best practices in metropolitan planning. Staff may also purchase software, data, or equipment that is demonstrated as necessary to conduct the activities in this task.

Products & Benchmarks:

- Adoption of TIP Amendments and Modifications for implementation of the current TIP
- The Annual List of Obligated Projects (ALOP)
- Northwest Louisiana Mega Projects Status Reports
- Northwest Louisiana Regional Project Updates

Milestones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
TIP (FY 23 – 26) Maintenance												
Obligated Projects												
MEGA Projects												
Project Updates												

Funding:

Task A Transportation Project Funding, Financing & Development		
Element Funding		
Federal Highway PL	25,000.00	71.43%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	10,000.00	28.57%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	35,000.00	100.00%

Staffing:

Executive Director (Task Lead)

MPO Deputy Director

Public Involvement Coordinator/Title VI Officer

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TASK B-1

METROPOLITAN PLANNING PROGRAMS

A properly developed regional comprehensive plan, implemented, and sustained, will deliver a metropolitan area that is and can be developed in an orderly manner and is consistent with the public values and goals. The major emphasis of Task B-1 will be to begin implementation of the NLCOG 2045 Metropolitan Transportation Plan which includes the Metropolitan Planning Area of Bossier, Caddo, DeSoto, and Webster Parishes.

Goal:

The goal of this task is to conduct planning and analyses that lead toward transportation systems with less congestion and delay, a higher state of good repair, greater accessibility to jobs and services, reductions in total vehicle miles travelled, fewer negative impacts on the environment, and increased motorist safety.

Objectives:

- To continue implementation of the NLCOG 2045 the Metropolitan Transportation Plan (MTP) for the parishes of Bossier, Caddo, DeSoto, and Webster.
- Meet the revised Federal requirements of the Infrastructure Investment and Jobs Act (IIJA) and the FAST-Act through the development and review of performance measures for use in the overall planning process and identification and prioritization of projects for implementation.
- Monitor the region's transportation systems in order to identify construction and transportation management projects and strategies that reduce congestion on the region's networks and improve roadway state of good repair.
- Continue to refine the Regional Transportation Plan so that it can support sustainable community goals and function as one element of regional comprehensive planning.
- Identify projects and incident management strategies that will increase safety on the region's roads and highways and reduce the occurrence of motorist injuries and fatalities.
- Continue to implement, update and revise the Management Systems including the Congestion Management Process, the Regional Intelligent Transportation Systems Plan, and the Traffic Incident Management Systems Plan for the area.

Fiscal Year 2024 Major Products:

- NLCOG 2045 Metropolitan Transportation Plan amendments and modifications.
- Adoption of Annual Safety Performance
- Review of Congestion Management Process and Plan
- Northwest Louisiana Regional ITS Plan and Architecture
- Northwest Louisiana Job Access – Extended Service Transportation Strategy Plan

Methodologies:

Metropolitan Transportation Plan ([23 CFR 450.324](#))

Implementation of the NLCOG 2045 Metropolitan Transportation Plan of Metropolitan Planning Area of Bossier, Caddo, DeSoto, and Webster Parishes. Scoping and RFP/RFQ development in late 2024 for the development of the next iteration of the MTP with adoption anticipated by April of 2026.

Travel Demand Modeling ([23 CFR 45.324\(f\)\(1\)](#); [23 CFR 450.324\(e\)](#))

Staff will maintain the existing 4-Step TransCAD model ensuring that the latest, most accurate traffic, land use, socio-economic, and employment data inputs available are utilized in the model,

through continual coordination with local governments, LADOTD, and coordinating these data sets with the regional GIS efforts of Task C.

Performance Measures ([23 CFR 450.306\(d\)](#);[23 CFR 450.340](#);[23 CFR 490](#);[49 CFR 625](#))

To monitor the performance of the transportation system, and the effectiveness of programs and projects as they relate to the National Goals, a series of performance measures were established in the areas of safety (PM1), infrastructure condition (PM2), and system performance (PM3). These measures are outlined in 49 USC 625 and 23 CFR 490.

The goal of this task is to conduct planning and analyses that lead toward transportation systems with less congestion and delay, a higher state of good repair, greater accessibility to jobs and services, reductions in total vehicle miles travelled, fewer negative impacts on air quality, and increased motorist safety. Performance measures will be analyzed thru use of big data accessed through, StreetLight, Regional Integrated Transportation Information System (RITIS) provided by LADOTD, the regional travel demand mode, and other data sources as needed.

Congestion Management ([23 CFR 450.322](#))

NLCOG will continue to review, revise, and implement the Congestion Management Process (CMP) while reevaluating for input into the future MTP. The CMP evaluates strategies intended for mitigating existing and future congestion along prioritized “Severely Congested” sub-corridors. Emphasis is placed on strategies that relieve congestion without requiring new roadway capacity. The MPO will develop regional goals to reduce vehicle miles traveled during peak commuting hours and improve transportation connections between areas with high job concentration and areas with high concentrations of low-income households.

Support and Development, Equipment, Software

Expenses associated with staff attendance or participation in training events, workshops, conferences, or other events and peer-to-peer exchanges that contribute to professional development and/or institutional knowledge about best practices in metropolitan planning. Staff may also purchase software, data, or equipment that is demonstrated as necessary to conduct the activities in this task.

Products & Benchmarks:

- 2045 Metropolitan Transportation Plan (MTP) amendments and modifications as appropriate.
- Initiate MTP update through Scope, RFP/RFQ advertisement, selection
- Travel Demand Model (TDM) runs for project evaluation.
- Traffic Counts and Streetlight data analysis as needed in support of local planning efforts and the MTP and TDM
- Revisions to the Congestion Management documentation as described in the CMP and MTP

Milestones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
MTP amendments and modifications												
MTP Update initiation												
Travel Demand Model evaluations												
Traffic Counts /Streetlight Data												
Congestion Management												

Funding:

Task B-1 Metropolitan Planning Programs		
Element Funding		
Federal Highway PL	200,000.00	76.92%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	60,000.00	23.08%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	260,000.00	100.00%

Staffing:

MPO Deputy Director ([Task Lead](#))
Executive Director
Environmental Sustainability Planner
Regional Planner

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TASK B-2

PROJECT DEVELOPMENT – STAGE 0 AND STAGE 1

The Louisiana Department of Transportation and Development has developed a new and streamlined project development and delivery process. This new process relies heavily on the principles of project management and defines seven stages in the project development process. The process starts by doing a feasibility study for a proposed project and ends by putting a completed project into service. Stage 0 and Stage 1 of this process involves the feasibility and environmental analysis of the project.

Goal:

To develop Stage 0 Feasibility Studies and Stage 1 Planning and Environmental Studies for projects identified in the Long Range Plan. Specific focus will be given to those projects identified and/or earmarked in local, state, or federal transportation legislation and those projects receiving Urban Area greater than 200k funding.

Objectives:

- Assist in and monitor the development of Stage 0 Feasibility Studies for earmark, greater than 200k, and selected projects within the NLCOG Metropolitan Transportation Plan.
- Assist in and monitor the development Stage 1 Environmental Studies for earmark, greater than 200k, and selected projects within the NLCOG Metropolitan Transportation Plan.
- Assist local governments in moving projects forward through the project development process.

Fiscal Year 2024 Major Products:

- Stage 1 FONSI for the LA 3132 (Inner Loop) Expressway
- Assistance to local agencies in development of various Stage 0 Checklist
- Continued Coordination with Task J I-49 Inner City Connector – Stage 1 Environmental
- Stage 0 Document US 371 in Webster Parish along with Capital Outlay Request for Local Match Support Funding.
- Review of numerous Stage 0 and Stage 1 reports for projects with the City of Shreveport.

Methodologies:

[Stage 0 and Stage 1 Analysis \(LaDOTD Stage 0: 23 CFR 450.318\)](#)

GIS and TransCad analysis of project corridors for both Stage 0 and Stage 1 analysis. Stage 0 Feasibility Studies and Stage 1 Environmental Studies will be developed in accordance to the DOTD Project Development manual. Coordination with Task J I-49 Inner City Connector – Stage 1 Environmental. Stage 0 and Stage 1 studies will be coordinated with the local sponsors and DOTD as projects make their way through the project development process.

[Traffic Analysis/Studies \(23 CFR 450.324\(e\)\)](#)

Traffic analysis studies will be conducted in accordance with requests from the member agencies. Traffic data will be gathered from StreetLight, tube counts when appropriate, and other data sources.

Products & Benchmarks:

- Stage 0 studies for selected projects within the current MTP and TIP.
- Stage 1 environmental studies for selected projects within the current MTP and TIP.
- Traffic Analysis from various locations.

Mile Stones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Stage 0 and Stage 1 Analysis												
Traffic Analysis Studies												

Funding:

Task B-2 Project Development Stage 0 and Stage 1		
Element Funding		
Federal Highway PL	20,000.00	80.00%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	5,000.00	20.00%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	25,000.00	100.00%

Staffing:

- Executive Director (Task Lead)
- MPO Deputy Director
- Environmental Sustainability Planner
- Regional Planner

TASK B-3

TRANSIT PLANNING & COORDINATION

Part of the transportation planning process is to identify transportation connectivity gaps in access to essential services. Essential services include housing, employment, health care, schools/education, and recreation. This includes the identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underserved populations, to essential services.

Goal:

Planning for the region's public transit systems, with focus on improving connectivity within and between systems, maintaining and modernizing transit infrastructure, fostering transit supportive land use, and identifying associated transportation infrastructure enhancements that would increase access to and efficacy of the system.

Objectives:

- Implementation and coordination as outlined in the MPO- SporTran MOU including planning assistance, grant and plan development, annual FTA certifications and assurances, coordinated human services transportation planning.
- A public transportation system that serves as an economic engine and source of individual opportunity by efficiently connecting residents to jobs, education, healthcare, and other essential services
- Develop strategies for improving public transportation opportunities for disadvantaged populations, i.e., elderly, disabled, or low-income individuals, as identified in the Coordinated Public Transportation-Human Services plan.
- Continued coordination with agencies on the development of regional passenger rail initiatives including Amtrak service.
- Continue to improve coordination of human services transportation in the region, and the on-going process for continual coordination and improvement.

Fiscal Year 2024 Major Products:

- Coordinated Human Services Transportation quarterly meetings
- Web based mapping application for connecting those in need of human services to those providing human services.
- Title VI analysis of current transit routes.
- Transit TIP amendments and modifications as necessary for implementation.

Methodologies:

Coordinated Human Services Transportation Planning ([CFDA 20.509](#) & [CFDA 20.513](#))

Continually coordinate with the region's transit properties as needed, including a quarterly meeting with the Coordinated Human Services Transportation Planning (CHSTP) advisory committee, which will assist in establishing regional public transportation needs, inter-agency coordination, priorities, the annual distribution of FTA funds, and the development of the TIP's transit element.

To work with the regions human service transportation providers, non-profits, those providing human services, and those in need of human services to ensure accessibility to transportation. Develop and distribute region-wide ridership (customer satisfaction) survey for use within the 10-parish region. Develop and distribute Rural Public Transportation Need Analysis and Demographic Summaries for each parish within the 10-parish region using GIS/Census data

To work with transit providers to create a policy of regularly collecting measures of transit system performance in order to determine the effects of improvements to the transportation system network. Such measures may include general readership, disabled and elderly ridership, bicycle transfers ridership, headway performance, and travel times, among others. Effects of major transit improvements on the regional air quality may also be estimated through use of transportation demand models.

Program Support and Administration (FTA Sec 5303 ALI 44.21.00)

Direct program support, administration, interagency coordination, citizen participation, public information, local assistance, and Unified Planning Work Program (UPWP) development. staff attendance or participation in training events, workshops, conferences, or other events and peer-to-peer exchanges that contribute to professional development and/or institutional knowledge about best practices in metropolitan planning.

General Development and Comprehensive Planning (FTA Sec 5303 ALI 44.22.00)

Annual Title VI Analysis of existing transit routes and systems. To work with transit providers to create a policy of regularly collecting measures of transit system performance in order to determine the effects of improvements to the transportation system network.

Long Range Transportation Planning [System & Project Level] (FTA Sec 5303 ALI 44.23.00)

Equity and Justice 40 analysis of the region and transit systems and investments for inclusion in the update to the Regional Metropolitan Transportation Plan (MTP) as outlined in Task B-1 Metropolitan Planning Programs.

Short Range Transportation Planning [System & Project Level] (FTA Sec 5303 ALI 44.24.00)

Development of the annual Program of Projects for FTA formula funds. Monitoring opportunities for grants that would fund projects directly or indirectly contributing to public transit mobility. Assistance will be offered to agencies applying for funding.

Transportation Improvement Program (FTA Sec 5303 ALI 44.25.00)

The Transit element of the TIP will be monitored for adherence to strategies that will assist the region in achieving regional Transit Asset Management performance targets. TIP amendments and modifications will be made as necessary.

Other Activities (FTA Sec 5303 ALI 44.27.00)

Continued coordination with agencies on the development of regional passenger rail initiatives including Amtrak service.

Products & Benchmarks:

- Title VI mapping and data products ([FHWA Civil Rights Guidance](#) [FTA Civil Rights Guidance](#))
- Up-to-date transit element of the TIP ([23 CFR 450.326, 328, 332](#))
- Update to the Coordinated Human Services Transportation Plan for Northwest Louisiana ([FTA Section 5310 Circular 9070.1G](#))
- Development and maintenance of A GIS web mapping application to link those in need of human services, those providing human services, and transportation providers throughout the region. ([FTA Section 5310 Circular 9070.1G](#))

Milestones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
CHSTP Coordination and Quarterly Meetings												
Program Support												
Comprehensive Planning												
Long Range Planning												
Short Range Planning												
TIP												
Other												

Funding:

Task B-3 Transit Planning and Coordination		
Element Funding		
Federal Highway PL	0.00	0.00%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	182,856.00	73.78%
Federal Transit (5311)	10,000.00	4.03%
Federal Transit (5310)	5,000.00	2.02%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	50,000.00	20.17%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	247,856.00	100.00%

Staffing:

Public Involvement Coordinator/Title VI Officer ([Task Lead](#))
 Executive Director
 MPO Deputy Director
 Environmental Sustainability Planner

DRAFT

TASK B-4

RESILIENCY AND LAND USE

To promote livable and sustainable communities through a coordinated approach to transportation, transportation related infrastructure, and land use planning, and through improving mobility, accessibility as well as addressing transportation infrastructure resilience.

Goal:

Through better coordination and planning, the transportation system and development patterns can support one another more effectively and help accommodate the changes in these patterns of Northwest Louisiana.

Objectives:

- Coordination with local government to ensure responsible and informed land use and transportation planning linkages promoting the use and/or development of best available data.
- Implementation of the newly adopted Carbon Reduction Program.
- Promotion and implementation of policies that reduce the regional transportation system's contribution of greenhouse gas emissions and other major pollutants.

Fiscal Year 2024 Major Products:

- Coordination with local government and planning departments.
- Development of project selection procedures for the Carbon Reduction Program.

Methodologies:

Land Use and Local Planning Coordination ([Linking Transportation and Land Use](#))

Coordinate with local parishes and municipalities in order to promote policy objectives related to comprehensive smart growth planning for the region. At a corridor level, this coordination will be used to ensure that transportation projects are complementary to and in support of local land use planning efforts.

PROTECT & Carbon Reduction Programs ([23 \(U.S.C.\) 175](#) and [23 \(U.S.C.\) 176\(c\)](#))

To provide a resource for Northwest Louisiana, in coordination with state-level planning efforts, to address the needs for electric vehicle infrastructure as part of a broader sustainable transportation strategy by leveraging the collaboration of local public and private organizations. NLCOG will also develop selection procedures for projects utilizing the IIJA Carbon Reduction Funds for areas of over 200,000 in population and the PROTECT Program funds.

Infrastructure Resilience ([23 CFR 450.324\(f\)\(7\)](#))

In an effort to address infrastructure resilience, NLCOG will use the Federal Highway Administration's (FHWA's) Vulnerability Assessment and Adaptation Framework manual to help assess the vulnerability of the region's transportation infrastructure and systems to extreme weather and climate effects. This subtask is a carryover from the Fiscal Year 2024 UPWP and includes updating of GIS data related to stormwater management.

Products & Benchmarks:

- Coordination with local planning departments.
- Application for various projects throughout the region for funding under the Carbon Reduction and PROTECT programs.
- Northwest Louisiana’s Transportation Infrastructure Vulnerability Assessment.

Milestones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Coordination with local planning departments												
PROTECT and Carbon Reduction Program Implementation												
Transportation Infrastructure Vulnerability Assessment												

Funding:

Task B-4 Resiliency and Land Use		
Element Funding		
Federal Highway PL	40,000.00	68.97%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)		0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	18,000.00	31.03%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)		0.00%
Element Total	58,000.00	100.00%

Staffing:

Environmental Sustainability Planner (Task Lead)
 Executive Director
 MPO Deputy Director
 Regional Planner

TASK B-5

FREIGHT & INTERMODAL PLANNING

The movement of freight plays an important role in economic growth. The Infrastructure Investment and Jobs Act (IIJA) strengthens the established policy to improve the condition and performance of the national freight network and achieve goals related to economic competitiveness and efficiency; congestion; productivity; safety, security, and resilience of freight movement; infrastructure condition; use of advanced technology; performance, innovation, competition, and accountability, while reducing environmental impacts. In addition, 23 U.S.C. 134 and 23 CFR 450.306 specifically identify the need to address freight movement as part of the metropolitan transportation planning process.

Goal:

To efficiently plan for the movement of freight that promotes safe and efficient interactions between freight and the rest of the region's transportation system with a focus on economic development, land uses, and environmental concerns.

Objectives:

- Improved movement of freight transport into and through the metropolitan region
- Identify data solutions to tracking origins and destinations of freight carrying trucks.
- Provide data analysis for potential funding opportunities associated with freight corridors.

Fiscal Year 2024 Major Products:

- Updating of freight movement study along Interstates 20, 220, and 49 and along LA 3132.
- Assistance with regional coordination for the I-69 service road project.

Methodologies:

[Freight Movement Studies \(23 CFR 450.306\(b\)\(4\), \(6\); 23 CFR 450.324\(b\)\(f\)\)](#)

NLCOG will expand upon initial corridor analysis studies of the Interstate System within the region to look at the freight movements along the arterial systems in the region.

[Regional Freight Data Set \(23 CFR 450.306\(b\)\(4\), \(6\); 23 CFR 450.324\(b\)\(f\)\)](#)

NLCOG will maintain regional freight data sets that summarizes freight assets and opportunities within the region and demonstrates these issues, including system constraints, visually using GIS mapping.

Products & Benchmarks:

- Freight Movement Studies along all arterial and above corridors through use of Streetlight data analysis.
- GIS Database of regional freight in Bossier, Caddo, DeSoto and Webster Parishes including highways, rail, water ways, ports, pipelines, and associated facilities.
- Assistance with regional freight data evaluation for potential funding opportunities.

Mile Stones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
GIS Freight Database Maintenance												
Freight Movement Studies												
Freight data evaluation												

Funding:

Task B-5 Freight and Intermodal Planning		
Element Funding		
Federal Highway PL	25,000.00	79.37%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	6,500.00	20.63%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	31,500.00	100.00%

Staffing:

Executive Director ([Task Lead](#))
MPO Deputy Director
Regional Planner

TASK B-6

COMPLETE STREETS

FHWA encourages States, MPO's, and communities to adopt and implement Complete Streets policies that prioritize the safety of all users in transportation network planning, design, construction and operations.

Goal:

Implementation of region wide Complete Streets planning and polices developed through the Regional Active Transportation Plan.

Objectives:

- Adoption and Implement the Northwest Louisiana Regional Active Transportation Plan.
- Work with local governments and local planning agencies to develop and implement complete streets policies in alignment with those developed through the Regional Active Transportation Plan.
- Increase the number of projects submitted for Safe Routes and Transportation Alternatives funding.

Fiscal Year 2024 Major Products:

- Began development of the Regional Active Transportation Plan

Methodologies:

[Northwest Louisiana Active Transportation Plan \(23 CFR 450.324\(b\)\(f\)\(2\) and \(12\)\)](#)

Adoption and implementation of the Regional Active Transportation Plan and coordination of projects with local governments.

[Local Government Coordination \(23 CFR 450.310\)](#)

Encouraging local planning agencies to adopt and implement the complete streets polices contained within the plan.

[Transportation Alternatives Programs \(TAP\) \(11109; 23 U.S.C. 133\(h\)\)](#)

Continue to implement projects that improve overall conditions for non-motorized travelers on existing thoroughfares. Encourage bicycle and pedestrian friendly design, striping, traffic control devices, shoulder upgrades, signage, bicycle friendly drainage grates, and other non-motorized traveler amenities.

Products & Benchmarks:

- Finalize, adopt, and implement the Northwest Louisiana Regional Active Transportation Plan
- Assistance local governments and planning agencies with development and adoption of Complete Streets policies in coordination with the regional plan.
- Assistance to local governments and agencies with project submissions for funding under the Safe Routes and Transportation Alternative program.

Mile Stones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
NWLA Active Transportation Plan development and adoption												
Local Government Coordination												
TAP program assistance												

Funding:

Task B-6 Complete Streets		
Element Funding		
Federal Highway PL	0.00	0.00%
Federal Highway Complete Streets	43,191.00	14.48%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	200,000.00	67.07%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	5,000.00	1.68%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	50,000.00	16.77%
Element Total	298,191.00	83.23%

Staffing:

Executive Director ([Task Lead](#))
MPO Deputy Director
Regional Planner

Contractual Project Team:

To Be Determined

TAKS C

GIS DATA DEVELOPMENT & MAINTENANCE

NLCOG and its member agencies have entered into agreements for the development and maintenance of a Regional Geographic Information System. This system is housed by NLCOG and administered by its staff.

Goal:

To promote regional compatibility in geographic information systems processes, procedures, and products among the NLCOG member agencies, state and federal sponsors, and local jurisdictions in Northwest Louisiana. This includes aiding in the development of or to provide high quality GIS products and resources for use in UPWP related corridor and systems planning as well as to support local parish and municipal transportation and land use planning, 911 emergency services, economic development and environmental planning efforts in Northwest Louisiana.

Objectives:

- Supporting internal work efforts and the work of partner stakeholders through the collection, storage, organization, analysis, and distribution of land use and transportation planning data, mapping, and imagery.
- Coordination with local and state agencies resulting in a comprehensive, up-to-date database of transportation related data for use in identifying projects, informing existing, projects, and in the development of the TIP, MTP, and Congestion Management Plan.
- Promote regional compatibility and sharing in GIS processes, procedures, and products among the member agencies of NLCOG, state and federal sponsors, and local agencies in northwest Louisiana by housing, developing and distributing data.
- Ensure that outcomes of local and regional planning efforts are compatible with the regional GIS products to support improved integration of regional transportation planning with land use decision-making processes.
- Provide GIS/Imagery and database development support to local entities as needed for the development of coordinated GIS data products.
- Work with member agencies to increase data quality in terms of detail and accuracy improving existing data, while promoting the integration of planning data development across agencies and across data development initiatives.

Fiscal Year 2024 Major Products:

- 2024 updated arial flight for the four parish planning area.
- Compiling and analyzing demographic and economic data from the U.S. Department of Commerce and the U.S. Census Bureau for the production of in-house database collections, map products and comparative trend analysis studies.
- Acquiring proprietary data from private vendors to ascertain social, economic, and transportation trends in the region, for integration into the travel demand model and for other demographic analyses.
- Begun ArcGIS Server implementation to better provide imagery and data products to both member agencies and the general public through web mapping applications.

Methodologies: Five basic task areas have been established to manage the ReGIS System:

ReGIS Administration ([23 CFR 450.324\(e\)](#))

To continue maintaining and developing a regional geographic information. To assist in the management of regional GIS efforts and to coordinate the development of GIS systems of the member government's/agencies. To provide technical support for the development of GIS and database developments.

Basemap Maintenance ([23 CFR 450.324\(e\)](#) and [FHWA GIS in Transportation](#))

To continue to update and expand the project basemap based on new photography this includes building features, hydrology features, transportation features, etc. To review and update of quasi-political boundaries such as neighborhoods, school attendance zones, Delphi Planning zones, etc.

Regional Aerial Photography ([23 CFR 450.324\(e\)](#) [CTPP](#))

The purpose of this task is to assist our member agencies in obtaining aerial photography for the area. This project includes a multiyear – multiflight project for the Metropolitan Planning Area of Bossier, Caddo, De Soto, and Webster Parishes.

Application Development ([23 CFR 450.324\(e\)](#) [CTPP](#))

Continue the development of custom user applications for access to GIS, Census and planning data. This includes user Interfaces, network development, and Census Data Inter/Intra net Application. In addition, NLCOG will work towards the development of a regional data-sharing network between public entities.

Socio-Economic Variables / Census Demography / Urban Boundaries ([23 CFR 450.312](#))

To compile, organize, and analyze socio-economic and environmental data for the region in order to supplement planning efforts within the region and to provide useful demographic data to the public and local agencies. Staff will integrate the 2020 Census data as it becomes available and assess potential changes to the urban, urbanized, MSA, and other boundaries and potential impacts on the geographic extent of the metropolitan planning area.

Information Technology and Systems Support ([SAUP](#))

NLCOG will continue the upkeep of internal IT systems, including personal computers, network systems, software, security, and external backups for both emergency and non-emergency related recovery needs. This will include backing up systems on a regular basis including daily, weekly, and monthly as appropriate. Staff will ensure that IT equipment is adequate to agency needs. Staff will outline needs for upgrades to all systems and software to properly maintain compatibility and proper operations and update the Information Systems Disaster Recovery and Continuity Plan.

Support and Development, Equipment, Software

Expenses associated with staff attendance or participation in training events, workshops, conferences, or other events and peer-to-peer exchanges that contribute to professional development and/or institutional knowledge about best practices in metropolitan planning. Staff may also purchase software, data, or equipment that is demonstrated as necessary to conduct the activities in this task.

Products & Benchmarks:

- Continuously maintained GIS database
- Development of web accessible GIS data sets for both member agencies and public access
- Updated Aerial Photography for the four parish Metropolitan Planning Area
- Updated Information Systems Disaster Recovery and Continuity Plan.
- Development of web accessible image services for both member agencies and public access

Mile Stones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
ReGIS Administration												
Basemap Maintenance												
Aerial Photography												
Application Development												
Socio-Economic Data												
Census Demography												
Land Use Data												
Systems Administration												

Funding:

Task C GIS Data Development and Maintenance		
<i>Element Funding</i>		
Federal Highway PL	123,119.00	42.86%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	130,000.00	45.26%
Other Local (GIS & Reserve)	34,125.00	11.88%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	287,244.00	100.00%

Staffing:

GIS Project Manager ([Task Lead](#))

Information Technology Network & Systems Administrator ([Co Lead](#))

MPO Deputy Director

Environmental Sustainability Planner

Regional Planner

TASK E

PUBLIC INVOLVEMENT & OUTREACH

Seeking meaningful public involvement is important for sharing the concerns of the community. NLCOG is committed to actively involving the public in identifying and addressing quality of life issues. NLCOG will strive to proactively inform and involve the public and improve public involvement through creative and interactive approaches. In order to continue to fulfill its federal mandates, NLCOG has developed several specific and functional goals and objectives for the Public Involvement Policy.

Goal:

The purpose and goal of this task is to develop an effective, aggressive Public Involvement / Community Outreach program to promote the involvement of citizen's groups, business organizations, minority groups, and the public at-large in the transportation policy and planning process.

Objectives:

- Expand public involvement and community outreach efforts to a broader section of the region's population ensuring that all citizens have opportunity for input, comment, and information.
- Employ a breadth of communication tools to educate citizens as well as local government and elected officials about the agency's function, projects and programs.
- Solicit and encourage public participation in identifying and addressing quality of life issues including the Metropolitan Transportation Plan and the Transportation Improvement Programs, as well as the projects and programs of the UPWP.
- Proactively inform and involve the public, and increase public involvement through creative and interactive approaches.

Fiscal Year 2024 Major Products:

- Major update to NLCOG website (www.nlcog.org)
- Establishment of various citizen committees for the development of projects and programs outlined in the UPWP.

Methodologies:

Three basic task areas have been established to implement and further develop public outreach and inclusion in the planning process:

Public Involvement and Citizen Participation ([23 CFR 450.316](#))

Implementation of the NLCOG Public Involvement Plan adopted in Fiscal Year 2023.

NLCOG will continue to maintain and expand its database of stakeholders, including neighborhood groups, environmental organizations, the business community, non-profit organizations, etc.

Education and Outreach [\(23 CFR 450.316\)](#)

NLCOG will publish transportation related publications on its website, such as the Metropolitan Transportation Plan, the Transportation Improvement Program, the Unified Planning Work Program, Comprehensive Plans, and other commissioned reports.

Participation at public meetings, forums, summits and other events. NLCOG will engage with environmental organizations, the business community, governmental agencies and citizen groups to educate the public about projects and programs.

NLCOG will continue to maintain and update the www.nlcog.org web site.

Environmental Justice & Title VI Review [\(23 CFR 450.316\)](#)

In adherence with Certification Review NLCOG will continue to review Title VI programs and revise the Title VI Plan, plans and procedures as needed.

Visualization In Planning [\(23 CFR 450.316\)](#)

New technology has changed the communication process. Providing visual images to a broader audience has become easy, fast and high quality. Visualization can provide the public and decision makers with a clear idea of the proposed policies, plans and Transportation Improvement Programs and the impacts to the human and natural environment. Visuals can make information instantly or intuitively understandable. NLCOG will incorporate visualization including but not limited to story boards, story mapping, interactive mapping, and other techniques into it's outreach efforts.

Support and Development, Equipment, Software

Expenses associated with staff attendance or participation in training events, workshops, conferences, or other events and peer-to-peer exchanges that contribute to professional development and/or institutional knowledge about best practices in metropolitan planning. Staff may also purchase software, data, or equipment that is demonstrated as necessary to conduct the activities in this task.

Products & Benchmarks:

- Press Releases as needed for implementation of projects and programs of the UPWP
- Continued update to www.NLCOG.org website.
- Facebook page with various announcements and notices
- Visualization efforts on various projects and programs utilizing various techniques and technology including ArcGIS Online.
- Participation in community organizations such as Chambers of Commerce and Economic Development agencies.

Milestones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Web & Social Media updates												
Visualization Efforts												
Title VI & EJ Activities												
Public Outreach												

Funding:

Task E Public Involvement & Outreach		
Element Funding		
Federal Highway PL	75,000.00	71.43%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	30,000.00	28.57%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	105,000.00	100.00%

Staffing:

Public Involvement Coordinator/Title VI Officer ([Task Lead](#))
Executive Director
MPO Deputy Director
Environmental Sustainability Planner

TASK F

MANAGEMENT & ADMINISTRATION

NLCOG and its member agencies have entered into agreements for the development and administration of the budget, program of work, and contracts to fulfill the UPWP and MPO roles and responsibilities.

Goal:

Provide for inter-agency cooperation and coordination of the planning process. Provide for the overall management of NLCOG and development of the staff in carrying out the work program. Included in this effort will be MPO Transportation Policy Committee and Board of Director's activities, and coordination with DOTD, FHWA, FTA, EPA, and other governmental agencies.

Objectives:

- Provide for implementation of the UPWP
- Prepare and manage contracts and agreements that contain the necessary provisions to ensure that contracted work is completed appropriately, in a timely fashion, and within the legal requirements and conduct expectations set forward by NLCOG, the State of Louisiana, and the Federal government.
- Implement the human resources functions which are necessary to ensure that the agency and its staff have the wherewithal to conduct the everyday functions of the Metropolitan Planning Organization.
- Provide for accounting and grant implementation.

Fiscal Year 2024 Major Products:

- Fiscal Year 2023 UPWP implementation
- Fiscal Year 2022 Financial Audit
- Contracts with DOTD for implementation of FY 2023 planning funds

Methodologies:

Three basic task areas have been established to implement administrative functions of NLCOG including UPWP, Human Resources, and Accounting. In addition NLCOG continue with Strategic Planning effort under the previous year's UPWP and will continue that effort moving forward.

[UPWP Administration \(23 CFR 450.308\)](#)

This task includes development of annual report reviewing of previous year work program, (FY 2023), implementation of Fiscal Year 2024 Work Program including amending and revising as necessary, and development of Fiscal Year 2025 Work Program. Also included is staff time and support for the MPO Policy, Technical, and Project Development, meetings and development of performance and expenditure reports.

[Human Resources \(23 CFR 420.111\)](#)

This task includes the continual refinement and update NLCOG Employee Policies and Procedures, managing retirement, health insurance, staffing resources, and professional development activities.

Accounting and Grant Administration [\(23 CFR 450.308\)](#)

This task provides for the Administration of the budget and grants of the Fiscal Year 2024 Work Program, the financial audit of Fiscal Year 2023 Work Program and Budget and the development of Grant Applications as needed for work program implementation. Also included in this task are the preparation and dissemination of monthly, quarterly, and annual progress reports.

Support and Development, Equipment, Software

Expenses associated with staff attendance or participation in training events, workshops, conferences, or other events and peer-to-peer exchanges that contribute to professional development and/or institutional knowledge about best practices in metropolitan planning. Staff may also purchase software, data, or equipment that is demonstrated as necessary to conduct the activities in this task.

Products & Benchmarks:

- Fiscal Year 2025 UPWP (monitoring and amending as necessary)
- Draft Fiscal Year 2026 UPWP
- Fiscal Year 2024 Financial Audit
- Contracts and Agreements for Implementation of FY 2025 UPWP
- Updated NLCOG Employee Policies and Procedures
- Performance and Expenditure Reports (DOTD Progress Reports)

Mile Stones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 2025 UPWP Implementation												
Audit – Financial and Policies												
Monthly Invoicing												
Quarterly Report												
Update Employee Polices												
FY 2026 UPWP & Budget Drafts												

Funding:

Task F Management and Administration		
Element Funding		
Federal Highway PL	156,000.00	59.47%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	106,297.00	40.53%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	262,297.00	100.00%

Staffing:

Executive Director (Task Lead)

MPO Deputy Director

Accountant

Office Manager

Note:

Funding for the management/administration for NLCOG activities unrelated to the functions of the MPO such as Task W LWI Region 1 Regional Capacity Building, and Board of Directors meetings and activities, will be funded with local funds only. FHWA PL and FTA 5303 funds will only be used for the management and administration of eligible MPO activities.

DRAFT

TASK G-1

NORTHWEST LOUISIANA REGIONAL SAFETY COALITION

Louisiana's Strategic Highway Safety Plan (SHSP) is a plan to reduce traffic fatalities and injuries on Louisiana's roadways through widespread collaboration and an integrated 4E approach: engineering, education, enforcement and emergency services. The vision of the SHSP is Destination Zero Deaths and the goal is to reduce the number of fatalities by half by the year 2030.

The development, implementation, and updating of the SHSP is mandated by the federal MAP-21 legislation for all the States. To obligate Louisiana's Highway Safety Improvement Program (HSIP) funds, Louisiana must develop, implement and regularly update an SHSP that identifies and analyzes highway safety problems and opportunities and highway safety improvement projects must be consistent with the State's SHSP. MAP-21 requires that the SHSP is developed after consultation with a broad range of safety stakeholders, which includes regional transportation planning organizations and metropolitan planning organizations, if applicable; State and local traffic enforcement officials; county/parish transportation officials; other major Federal, State, tribal, and local safety stakeholders, and; other stakeholders as outlined in 23 U.S.C. 148(a)(12). Depending on the SHSP safety priority areas and strategies, additional partners such as representatives from the public health, education, and medical professions may be involved.

Louisiana has established a two-pronged approach for implementation of the SHSP – statewide emphasis area teams that promote proven effective strategies through constantly evolving action plans and regional safety coalitions that implement those action plans at the local level. A regional safety coalition coordinator is a critical component of implementation of the SHSP at the local level.

In order to regionally implement and sustain the SHSP, it is necessary to provide funding for a regional safety coalition coordinator through the NLCOG. The primary task of this sponsor/state agreement will be to implement and sustain the SHSP by bridging all gaps between DOTD District personnel, local governments, local law enforcement, the community, local civic organizations, emergency services/hospitals, school boards, and other safety partners within the region. The LADOTD Highway Safety Section does not have the T.O. or expertise at the regional and local level to accomplish these tasks.

Methodology:

Plan Development, Implementation and Evaluation ([23 CFR 942.3](#))

Develop and sustain a data-driven plan and program to address the emphasis areas of the SHSP utilizing the 4 E approach. If emphasis areas or strategies in the plan are different than the emphasis areas or strategies in the statewide SHSP, justification through data shall be provided. Data sources shall include Louisiana State University's Highway Safety Research Group, Louisiana's official repository of crash data. If other data sources are used, the data source shall be provided. Participation on the Traffic Records Coordinating Committee is encouraged. Status reports shall be submitted to LADOTD on a monthly basis along with the invoices. Performance measures shall be established in accordance with MAP-21 and implementation progress shall be reported on a monthly basis.

GIS ([23 CFR 942.3](#))

Data compilation and analysis, DDACTS, crash data, liaison with state data office and MPO, local jurisdictions, and parishes; provide maps and graphics for the MPO, parishes, and local jurisdictions and agencies for problem identification, meetings, etc.

Partnerships and Advocacy ([23 CFR 942.3](#))

Develop partnerships with LADOTD, LHSC, LSP, local law enforcement agencies, the MPO, the parishes, emergency services, school board officials, elected officials, and other safety advocates to promote the SHSP and seek out safety related activities within the region.

Marketing ([23 CFR 942.3](#))

Participate in national campaigns developed by the National Highway Traffic Safety Administration. If applicable, participate in Louisiana's Communication Coordinating Council. Brand the regional safety coalition with the Destination Zero Deaths logo.

Education ([23 CFR 942.3](#))

Conduct education outreach efforts to inform the public about safety, particularly in the SHSP emphasis areas. Participate in national transportation safety advertising campaigns, circulate public service announcements, and publish newspaper articles and online press releases within the region. Provide additional local outreach through collaboration with law enforcement and health agencies in promoting our activities within the SHSP emphasis areas using all forms of local media. Facilitate collaborative training sessions, webinars, or events on such transportation safety topics as passenger safety (i.e. Child Passenger Safety Training, Click It or Ticket Mobilization, etc.) and conduct public awareness campaigns that educate the public – pedestrians, bicyclists, motorists, and passengers about safety. Work closely with school boards to facilitate outreach and education of students within the SHSP emphasis areas.

Meetings and Conferences

Participate in the quarterly statewide emphasis area team meetings, incident management meetings, MPO, Parish and City Council meetings. Conduct regional safety coalition meetings on a regular basis and report progress at the bi-annual Implementation Team meeting.

Deliverables

Performance measures shall be reported by the end of the federal fiscal year and an updated regional safety action plan shall be prepared annually. Documentation of the update process shall be provided, and implementation progress shall be tracked and reported monthly with submitted invoices.

Products & Benchmarks:

- Support for Implementation of the Regional Safety Plan
- Increased awareness of driver safety in northwest Louisiana
- Regional Quarterly Strategy Output Measures Report
- Regional Action Plan Summary Attainment Card

Mile Stones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Bi-Annual Coalition Meetings												
Bi-Annual Emphasis Area Mtgs												
Social Media Campaigns												
Safety Legislation Outreach												
Sudden Impact and Think First												
DZD YD Presentation												
Driving Schools Participation												
Seat Belt Company Policies												
Seat Check Saturday												
School Bus Safety Outreach												
DD Enforcement Programs												
Ignition Interlock/No Refusal												
RSA Team												
LRSP Parish Plans												

Funding:

Task G-1 Northwest Louisiana Regional Safety Coalition		
Element Funding		
Federal Highway PL	0.00	0.00%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	185,000.00	100.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	0.00	0.00%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	185,000.00	100.00%

Staffing:

Regional Transportation Safety Coordinator (Task Lead)

Executive Director

MPO Deputy Director

Environmental Sustainability Planner

Accountant

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TASK G-2

NORTHWEST LOUISIANA LOCAL ROAD SAFETY PLANS

Parish wide Local Road Safety Plans for the Northwest Louisiana region are needed to help identify and prioritize safety improvements on local roads. These plans will coordinate with the MPO's Metropolitan Transportation Plan, the region's Regional Highway Safety Plan, and various local plans. The Local Road Safety Plans build on DOTD's and LRSP's parish profile by including multi-disciplinary stakeholder outreach and coordination, developing a system of data-driven project prioritization, identifying potential funding sources, and assisting the parishes with ongoing project application submittals.

The Northwest Louisiana Council of Governments (NLCOG) will conduct traffic counts, analyze crash data, perform field visits, and determine the most appropriate safety counter measure on identified roadways and intersections identified in the Parish Profiles, coordinate with various stakeholders, prioritize a list of project via crash rates and stakeholder input, and develop a funding and action plan to be followed by the Parishes and MPO for implementing the identified projects.

Methodology: [\(23 CFR 942\)](#)

Project Identification

NLCOG will identify projects using various data sources including crash data from the Crash 3 database, local parish profiles provided by the LRSP, and multi-disciplinary stakeholder outreach. These locations and the various crashes will be mapped out in a Geographic Information System.

Site Visits and Road Safety Assessments

NLCOG will conduct site visits along each identified roadway and each intersection. An effort will be made to include LADOTD, local law enforcement, and parish and municipal staff in each of these visits. These site visits will document the existing conditions, potential safety improvements that can be made along with countermeasures that are proven effective for each location.

Identify Preferred Safety Countermeasures

NLCOG will coordinate with local stakeholders to determine the preferred safety countermeasure at each identified location. Will include cost benefit-analysis using figures from the Highway Safety Manual. NLCOG will coordinate with the MPO's Technical Committee and the Regional Safety Coalition's Infrastructure and Operations Subcommittee to ensure the appropriateness of each countermeasure.

Develop Method of Prioritization

NLCOG will coordinate with local stakeholders to determine the prioritization of implementing the identified countermeasures at each identified location. NLCOG will coordinate with the MPO's Technical Committee and the Regional Safety Coalition's Infrastructure and Operations Subcommittee to ensure the appropriateness of each countermeasure.

Identify funding sources

NLCOG will identify available funding sources, inclusive of LRSP funding. NLCOG will outline the process of project application for each identified funding source.

Development of Staged Implementation Plan

NLCOG will develop a Staged Implementation Plan for the parish to follow over the next five to ten years. The Implementation Plan will outline the roles and responsibilities of the various agencies involved in implementation.

Create an Evaluation Methodology

NLCOG will develop an evaluation tool for the Regional Safety Coalition to use in evaluating the implemented safety countermeasures along each identified roadway. The tool will make recommendations on when and how evaluations should be conducted for each project. The tool will allow stakeholders to measure the success of the plan in future years.

Project Administration

This task will provide effective management, quality control, scheduling, work plan, invoicing, progress reports and other project administrative functions. Progress reports and invoices will be prepared by NLCOG and submitted to LADOTD on an agreed upon schedule. The progress reports will include a narrative of project activities undertaken by NLCOG within the previous period.

Travel and Supplies

This task will provide traffic counting supplies and travel to each site to conduct traffic counts, turning movements, and site visits. Also included travel to meetings relevant to the project.

Products & Benchmarks:

- Individual Local Road Safety Plans for each parish
- Report to the Regional Safety Coalition on the individual parish plans
- Report to the MPO on the individual parish plans.

Mile Stones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Roadway Data Analysis												
Project Selection												
Countermeasures Analysis												
Rough Draft												
Final Draft												
Parish Adoption												

Funding:

Task G-2 Local Road Safety Planning		
Element Funding		
Federal Highway PL	0.00	0.00%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	60,000.00	100.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	0.00	0.00%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	60,000.00	100.00%

Staffing:

Regional Transportation Safety Coordinator (Task Lead)
Executive Director
MPO Deputy Director
Environmental Sustainability Planner
Accountant

DRAFT

TASK G-3

SAFE STREETS AND ROADS FOR ALL (ACTION PLAN GRANT)

The Bipartisan Infrastructure Law (BIL) establishes the new Safe Streets and Roads for All (SS4A) discretionary program that will provide \$5-6 billion in grants over the next 5 years. Funding supports regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries. The SS4A program supports the Department's National Roadway Safety Strategy and a goal of zero deaths and serious injuries on our nation's roadways. ([Pub. L. 117-58 Section 24112](#))

Goal:

The SS4A program supports the Department's National Roadway Safety Strategy and a goal of zero deaths and serious injuries on our nation's roadways.

Objectives:

The Northwest Louisiana Council of Governments (NLCOG) will use Planning and Demonstration Grants to develop an Action Plan, conduct supplemental planning, and conduct demonstration activities that will inform the development of an Action Plan.

Previous Work:

- Establishment of the Northwest Louisiana Regional Transportation Safety Coalition under Task G-1
- Development of Local Road Safety Plans under Task G-2

Methodologies:

The comprehensive safety action plan that a Safe Streets and Roads for All grant funds includes the following key components:

Leadership commitment and goal setting that includes a goal timeline for eliminating roadway fatalities and serious injuries.

Planning structure through a committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.

Safety analysis of the existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region.

Engagement and collaboration with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback.

Equity considerations developed through a plan using inclusive and representative processes.

Policy and process changes that assess the current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize transportation safety.

Strategy and project selections that identify a comprehensive set of projects and strategies, shaped by data, the best available evidence and noteworthy practices, as well as stakeholder input and equity considerations, that will address the safety problems described in the Action Plan.

Progress and transparency methods that measure progress over time after an Action Plan is developed or updated, including outcome data.

Products and Benchmarks:

- Draft Northwest Louisiana Safe Streets and Roads for All Regional Action Plan
- Public Comments
- Final Northwest Louisiana Safe Streets and Roads for All Regional Action Plan

Milestones:

Scheduling currently under review

Staffing:

Executive Director
 MPO Deputy Director
 Accountant
 Environmental Sustainability Planner
 Regional Planner
 Regional Transportation Safety Coordinator

Contractual Project Team:

To Be Determined

Funding:

Task G-3 Safe Streets for All Regional Action Plan		
Element Funding		
Federal Highway PL	0.00	0.00%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	800,000.00	80.00%
General Local Funds	0.00	0.00%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	0.00	0.00%
Other Local (Reserve Funds)	200,000.00	20.00%
Element Total	1,000,000.00	80.00%

TASK J

I-49 INNER CITY CONNECTOR – STAGE 1 ENVIRONMENTAL

Stage 1 Planning and Environmental Study for the I-49 Inner City Connector project. Following the Stage 0 Feasibility Study, the Stage 1 study will result in the preparation of NEPA documentation to allow for the construction of the preferred alternative.

Goal:

Stage 1 of the I-49 Inner City Connector is to obtain environmental clearance consistent with the requirements of the National Environmental Policy Act (NEPA) for a controlled access highway to connect the existing Interstate 49 (I-49)/Interstate 20 (I-20) interchange to the proposed I-49/Interstate-220 (I-220) interchange within the city of Shreveport in Caddo Parish, Louisiana. This corridor is approximately 3.8 miles long.

Objectives:

- Complete Stage 1 Environmental Study for the I-49 Inner City Connector
- Complete Interchange Justification Report and Interchange Modification Report as related to the I-49 Inner City Connector.

Previous Work:

- Construction of I-49 from I-20 south to I-10 in Lafayette Louisiana
- Completed Stage 1 Environmental Study for I-49 North from I-220 to the Louisiana/Arkansas state line.
- Comprehensive Stage 0 and Environmental Studies for the I-49 Inner City Connector Project

Methodologies: [*\(23 CFR 450.318\)*](#)

Development of a plan for coordinating with public and agencies and agency scoping meeting.
The preparation of an Interchange Justification Report and Interchange Modification Report.
Environmental analysis of the five build alternatives currently identified through the NEPA process.

Engineering studies necessary to develop alternatives considered to the extent necessary to complete the NEPA process

Technical studies to determine social, economic and environmental impacts at a level of detail consistent with the requirements of NEPA and other applicable laws and regulations

Preparation of a preliminary EA

Preparation of a Record of Decision (ROD)

Preparation of a Mitigation Plan

Preparation of an Implementation Plan with cost estimates in the year of expenditure

Preparation of a Project Management Plan in accordance with Federal guidelines

Products and Benchmarks:

- Approved Interchange Modification Reports
- Approved Draft EIS
- Public Hearing on Draft EIS
- Record of Decision
- Mitigation Plan, Implementation Plan with cost estimates in the year of expenditure, and Project Management Plan in accordance with Federal guidelines

Milestones:

Scheduling currently under review

Staffing:

Executive Director (Task Lead)
MPO Deputy Director
Accountant

Contractual Project Team:

Providence Engineering (Team Lead)
Stantec
Franklin Associates
ESI / Coastal Engineering

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TASK W

LWI REGION 1 – REGIONAL CAPACITY BUILDING

The Regional Capacity Building Grant Program (RCBG Program) provided regional watershed coordinators (coordinators) with resources to build administrative capacity in Provisional Watershed Regions. Program grantees are responsible for developing and implementing regional watershed plans and maintaining watershed project lists. Once constituted, regional watershed coalitions (coalitions) will also be responsible for developing watershed plans and aiding in the implementation of the projects, programs and policies contained therein.

Goal:

Given the urgency of improving floodplain management practices and reducing flood risk statewide, it is critical that coordinators initiate the regional watershed planning process concurrently as coalitions are being constituted and watershed models are being finalized. Consequently, the Regional Watershed Planning Framework makes the distinction between preliminary watershed planning activities, those performed by coordinators in the near-term, and long-term watershed planning activities. Completion of the preliminary watershed planning activities and baseline assessment outlined within this guide will provide regional staff with an engagement tool for onboarding future coalition members and other stakeholders. Furthermore, these preliminary activities will produce many useful inputs for subsequent watershed planning efforts and policy setting, and the eventual adoption of Regional Watershed Plans.

Objectives:

- Maximize the Community Rating System (CRS) participation
- Maximize the National Flood Insurance Program (NFIP) participation
- Having more communities in the CRS and more residents with NFIP policies will help the committees develop ways to reduce flood risks.
- Development of Preliminary Watershed Baseline Assessment
- Development of Long-Term Watershed Plan

Methodologies: [23 CFR 450.324\(f\)\(10\)](#) [\(JBE 2018-16\)](#)

Preliminary Watershed Planning Activities (Baseline Assessment Elements)

- The Louisiana Watershed Initiative Program Summary
- Watershed Region Context (Current Conditions and Flood Risk Profile)
- Watershed Region Planning and Policy Overview

Long-Term Watershed Planning Activities (Final Plan Elements)

- Introduction and Executive Summary
- Regional Watershed Planning Process
- Watershed Region Action Plan (Governance, Risk Modeling and Project Identification, Project Evaluation and Prioritization, Projects, Implementation, and Future Planning Efforts)

Products and Benchmarks:

- Development of Regional Community Rating System
- Public Information Program for Region 1
- Region 1 Watershed Coalition
- Regional Watershed Project List to the OCD
- Preliminary Watershed Analysis
- Long-Term Watershed Plan

Milestones:

	Q1			Q2			Q3			Q4		
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Regional Watershed Project List												
Region Steering Committee Meeting												
Regional CRS												
Preliminary Analysis												
Long-Term Plan												

Funding:

Task W LWI Region 1 Regional Capacity Building		
Element Funding		
Federal Highway PL	0.00	0.00%
Federal Highway Complete Streets	0.00	0.00%
Federal Transit (5303)	0.00	0.00%
Federal Transit (5311)	0.00	0.00%
Federal Transit (5310)	0.00	0.00%
FHWA Regional Safety Coalition	0.00	0.00%
STBG>200k (Active Transportation Plan)	0.00	0.00%
Safe Streets (SS4A)	0.00	0.00%
General Local Funds	0.00	0.00%
Other Local (GIS)	0.00	0.00%
Other Local (Watershed)	24,000.00	100.00%
Other Local (Reserve Funds)	0.00	0.00%
Element Total	24,000.00	100.00%

Staffing:

Environmental Sustainability Planner ([Task Lead](#))

Executive Director

MPO Deputy Director

BUDGET AND FUNDING

The Fiscal Year 2025 Budget for the Northwest Louisiana Council of Governments is the financial guide for the operations of the NLCOG during the fiscal year beginning July 1, 2024. The 2025 budget supports the work activities outlined in the Fiscal Year 2025 Unified Planning Work Program (UPWP). Below is a synopsis of this budget, full details can be found under separate document *Fiscal Year 2025 Budget: July 1, 2024 – June 30, 2025*.

Income:

Source	Amount	% of Category	% of Total
FEDERAL FUNDS			
Federal Highway General PL	\$664,119.00	57.74%	23.07%
Federal Highway Complete Streets	\$43,191.00	3.76%	1.50%
Federal Transit (5303)	\$182,856.00	15.90%	6.35%
Federal Transit (5311)	\$10,000.00	0.87%	0.35%
Federal Transit (5310)	\$5,000.00	0.43%	0.17%
FHWA Regional Safety Coalition	\$245,000.00	21.30%	8.51%
sub total	\$1,150,166.00	100.00%	39.95%
STBG & OTHER FEDERAL FUNDS			
STBG>200k (Regional Active Transportation Plan)	\$200,000.00	20.00%	6.95%
Safe Streets (SS4A)	\$800,000.00	80.00%	27.79%
sub total	\$1,000,000.00	100.00%	34.73%
LOCAL FUNDS			
General Local			
Shreveport	\$180,153.00	42.81%	6.26%
Bossier City	\$62,635.00	14.88%	2.18%
Caddo Parish	\$48,872.00	11.61%	1.70%
Bossier Parish	\$66,641.00	15.84%	2.31%
DeSoto Parish	\$26,853.00	6.38%	0.93%
Webster Parish	\$35,643.00	8.47%	1.24%
sub total	\$420,797.00	100.00%	14.62%
Other Local			
Caddo 911 (GIS)	\$14,125.00	4.58%	0.49%
Caddo Tax (GIS)	\$20,000.00	6.49%	0.69%
CDC (Watershed)	\$24,000.00	7.79%	0.83%
Reserve Funds (Local for STBG>200k)	\$50,000.00	16.23%	1.74%
Reserve Funds (Local for SS4A)	\$200,000.00	64.91%	6.95%
sub total	\$308,125.00	100.00%	10.70%
FUNDING TOTAL	\$2,879,088.00	100.00%	100.00%

Expenses:

Salaries		
	Direct	\$804,543.69
	Support	\$144,979.48
	Sub total	\$949,523.17
Benefits		
	Retirement	\$85,457.08
	Insurance	\$185,000.00
	Sub total	\$270,457.08
Employment Taxes		
	Unemployment	\$200.00
	Workers Comp	\$2,000.00
	FICA	\$14,000.00
	Sub total	\$16,200.00
Overhead		
	Advertising	\$5,000.00
	Bonding & Insurance	\$24,000.00
	Building Rent/Parking	\$55,000.00
	Computer Hardware	\$23,800.00
	Computer Software	\$148,704.00
	Dues & publications	\$7,000.00
	Furniture	\$2,500.00
	Office Systems	\$3,300.00
	Non Project/Public Relations	\$18,000.00
	Postage	\$400.00
	Professional Services	\$105,000.00
	Professional Development	\$40,000.00
	Travel	\$15,000.00
	Supplies	\$15,000.00
	Phone & Internet	\$11,000.00
	Sub total	\$473,704.00
TOTAL		\$1,709,884.25
Contractual		
	Regional Active Transportation Plan	
	STBG>200k	\$200,000.00
	Safe Streets (SS4A)	
	FHWA SS4A	\$800,000.00
	Sub total	\$1,000,000.00
GRAND TOTAL		\$2,709,884.25

Overhead Details:

Computer Hardware	
Servers, Workstations, Network Equipment	\$20,000.00
Printers	\$800.00
Misc. (hard drives, memory, etc.)	\$3,000.00
TOTAL	\$23,800.00
Computer Software	
ESRI ArcGIS Maintenance	\$35,865.00
Streetlight Data	\$87,139.00
Microsoft	\$6,500.00
Website	\$6,000.00
Caliper	\$1,000.00
Adobe	\$2,000.00
Data	\$4,000.00
Anti-Virus	\$1,200.00
QuickBooks	\$1,800.00
Misc.	\$3,200.00
TOTAL	\$148,704.00
Professional Services	
HMV (Auditing)	\$40,000.00
Legal	\$45,000.00
Misc. Planning / Engineering Assistance	\$20,000.00
TOTAL	\$105,000.00

Funding By Task:

Task	Description	FHWA PL	FHWA Complete Streets	FTA (5303)	FTA (5311)	FTA (5310)
A	Transportation Project Funding, Financing & Development	\$25,000	\$0	\$0	\$0	\$0
B-1	Metropolitan Planning Programs	\$200,000	\$0	\$0	\$0	\$0
B-2	Project Development Stage 0 and Stage 1	\$20,000	\$0	\$0	\$0	\$0
B-3	Transit Planning and Coordination	\$0	\$0	\$182,856	\$10,000	\$5,000
B-4	Resiliency and Land Use	\$40,000	\$0	\$0	\$0	\$0
B-5	Freight and Intermodal Planning	\$25,000	\$0	\$0	\$0	\$0
B-6	Complete Streets	\$0	\$43,191	\$0	\$0	\$0
C	GIS Data Development & Maintenance	\$123,119	\$0	\$0	\$0	\$0
E	Public Involvement & Outreach	\$75,000	\$0	\$0	\$0	\$0
F	Management and Administrative Programs	\$156,000	\$0	\$0	\$0	\$0
G-1	Northwest Louisiana Regional Safety Coalition	\$0	\$0	\$0	\$0	\$0
G-2	Northwest Louisiana Local Road Safety Plans	\$0	\$0	\$0	\$0	\$0
G-3*	Safe Streets and Roads for All (action plan grant)	\$0	\$0	\$0	\$0	\$0
J**	I-49 Inner City Connector Stage 1	\$0	\$0	\$0	\$0	\$0
W	LWI Region 1 Regional Capacity Building	\$0	\$0	\$0	\$0	\$0
TOTAL		\$664,119.00	\$43,191.00	\$182,856.00	\$10,000.00	\$5,000.00

Task	Description	FHWA Regional Safety	STBG >200k	SS4A	Non Federal	Total
A	Transportation Project Funding, Financing & Development	\$0	\$0	\$0	\$10,000	\$35,000
B-1	Metropolitan Planning Programs	\$0	\$0	\$0	\$60,000	\$260,000
B-2	Project Development Stage 0 and Stage 1	\$0	\$0	\$0	\$5,000	\$25,000
B-3	Transit Planning and Coordination	\$0	\$0	\$0	\$50,000	\$247,856
B-4	Resiliency and Land Use	\$0	\$0	\$0	\$18,000	\$58,000
B-5	Freight and Intermodal Planning	\$0	\$0	\$0	\$6,500	\$31,500
B-6	Complete Streets	\$0	\$200,000	\$0	\$55,000	\$298,191
C	GIS Data Development & Maintenance	\$0	\$0	\$0	\$164,125	\$287,244
E	Public Involvement & Outreach	\$0	\$0	\$0	\$30,000	\$105,000
F	Management and Administrative Programs	\$0	\$0	\$0	\$106,297	\$262,297
G-1	Northwest Louisiana Regional Safety Coalition	\$185,000	\$0	\$0	\$0	\$185,000
G-2	Northwest Louisiana Local Road Safety Plans	\$60,000	\$0	\$0	\$0	\$60,000
G-3*	Safe Streets and Roads for All (action plan grant)	\$0	\$0	\$800,000	\$200,000	\$1,000,000
J**	I-49 Inner City Connector Stage 1	\$0	\$0	\$0	\$0	\$0
W	LWI Region 1 Regional Capacity Building	\$0	\$0	\$0	\$24,000	\$24,000
TOTAL		\$245,000.00	\$200,000.00	\$800,000.00	\$728,922.00	\$2,879,088.00

- * Budget under separate agreement with FHWA
- ** Budget under separate agreement with LaDOTD

FHWA PL and FTA 5303 Match Requirements

Task	Description	FHWA PL	20% Local Match Requirement	FTA (5303)	20% Local Match Requirement
A	Transportation Project Funding, Financing & Development	\$25,000	\$6,250	\$0	\$0
B-1	Metropolitan Planning Programs	\$200,000	\$50,000	\$0	\$0
B-2	Project Development Stage 0 and Stage 1	\$20,000	\$5,000	\$0	\$0
B-3	Transit Planning and Coordination	\$0	\$0	\$182,856	\$45,714
B-4	Resiliency and Land Use	\$40,000	\$10,000	\$0	\$0
B-5	Freight and Intermodal Planning	\$25,000	\$6,250	\$0	\$0
C	GIS Data Development & Maintenance	\$123,119	\$30,780	\$0	\$0
E	Public Involvement & Outreach	\$75,000	\$18,750	\$0	\$0
F	Management and Administrative Programs	\$156,000	\$39,000	\$0	\$0
TOTAL		\$664,119.00	\$166,029.75	\$182,856.00	\$45,714.00

Note:

NLCOG has no activities funded with other Federal, State, and/or local funds that plan for other transportation modes.

NOTICE OF PUBLIC COMMENT

Notice of Public Comment Period

June 10, 2024 – June 24, 2024

The Northwest Louisiana Council of Governments (NLCOG), the local Metropolitan Planning Organization (MPO), is submitting for a 14-day public review and comment the:

***UNIFIED PLANNING WORK PROGRAM (UPWP)
and Budget for the
NORTHWEST LOUISIANA METROPOLITAN PLANNING AREA
Fiscal Year 2025 (July 1, 2024 – June 30, 2025)***

To meet the requirements of the Infrastructure Investment and Jobs Act (IIJA) transportation legislation, this document is now available for public review and comment. Updated annually, the Unified Planning Work Program summarizes the transportation planning activities of the MPO staff, its member agencies, and other transportation and planning agencies conducting work in Northwest Louisiana.

Those interested may view the document at the following locations:

Northwest Louisiana Council of Governments
625 Texas Street, Suite 200
Shreveport, Louisiana 71101
<http://www.nlcog.org>

For further information, contact NLCOG at 318-841-5950. Any questions, comments or suggestions concerning the UPWP should be directed to:

Northwest Louisiana Council of Governments
Attn: J. Kent Rogers – UPWP
625 Texas Street, Suite 200
Shreveport, Louisiana 71101

or sent by e-mail to public_comments@nlcog.org.

All public comments must be postmarked by Monday June 21, 2024.

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APPENDIX A

MEETING SCHEDULES AND MEMBERS FOR FISCAL YEAR 2025

Board of Directors:

Meeting Dates and Time for Fiscal Year 2025 (July 2024 – June 2025)

In general, the Board of Directors will meet every third Friday of the month beginning with July 19, 2024. The meetings will begin at **9:45 am** (or immediately following the MPO). Meetings will take place in the Seminar Room at the Shreveport Bar Building 625 Texas Street, Shreveport, LA 71101.

July	19	2024	9:45 a.m.	January	17	2025	9:45 a.m.
August	16	2024	9:45 a.m.	February	21	2025	9:45 a.m.
September	20	2024	9:45 a.m.	March	21	2025	9:45 a.m.
October	18	2024	9:45 a.m.	April	25	2025	9:45 a.m.
November	15	2024	9:45 a.m.	May	16	2025	9:45 a.m.
December	20	2024	9:45 a.m.	June	13	2025	9:45 a.m.

Members for Fiscal Year 2025 (July 2024 – June 2025)

Mayor Tom Arceneaux	City of Shreveport
Mr. Bruce Blanton	Webster Parish
Mrs. Erica Bryant	Caddo Parish
Mayor Tommy Chandler	City of Bossier City
Mr. Eric England	Caddo Bossier Port Commission
Mr. Jeff “Butch” Ford	Bossier Parish
Mr. Michael Norton	Desoto Parish

Metropolitan Planning Organization:

Meeting Dates and Time for Fiscal Year 2025 (July 2024 – June 2025)

In general, the MPO will meet every third Friday of the month beginning July 19, 2024. The meetings will begin at **9:00 am**. Meetings will take place in the Seminar Room at the Shreveport Bar Building 625 Texas Street, Shreveport, LA 71101.

July	19	2024	9:00 a.m.	January	17	2025	9:00 a.m.
August	16	2024	9:00 a.m.	February	21	2025	9:00 a.m.
September	20	2024	9:00 a.m.	March	21	2025	9:00 a.m.
October	18	2024	9:00 a.m.	April	25	2025	9:00 a.m.
November	15	2024	9:00 a.m.	May	16	2025	9:00 a.m.
December	20	2024	9:00 a.m.	June	13	2025	9:00 a.m.

Members for Fiscal Year 2025 (July 2024 – June 2025)

Mayor Tom Arceneaux	City of Shreveport
Mrs. Carlotta Askew-Brown	Bossier City/Parish MPC
Mr. Bruce Blanton	Webster Parish
Mrs. Erica Bryant	Caddo Parish
Mayor Tommy Chandler	City of Bossier City

Members for Fiscal Year 2025 (cont.)

Mr. Alan Clarke	Shreveport/Caddo MPC
Mr. Eric England	Caddo Bossier Port
Mr. Jeff “Butch” Ford	Bossier Parish
Mr. David North	La DOTD
Mr. Michael Norton	Desoto Parish
Mr. Dinero’ Washington	SporTran

Non- voting Members

Laura Phillips	FHWA
Lynn Hayes	FTA

Technical Coordinating Committee:

Meeting Dates and Time for Fiscal Year 2025 (July 2024 – June 2025)

In general, the Technical Coordinating Committee will meet at a minimum of once per quarter. Meeting dates are set on an as needed basis. The meetings will generally begin at 11:00 am meetings will take place virtually through ZOOM. Should meeting be held in person they will take place in the Seminar Room at the Shreveport Bar Center 625 Texas Street, Shreveport, LA 71101.

Members for Fiscal Year 2024 (July 2023 – June 2024)

City Engineer	City of Shreveport
Environmental Services Director	City of Shreveport
City Engineer	City of Bossier City
Director of Public Works	Caddo Parish
Parish Engineer	Bossier Parish
Parish Engineer	Desoto Parish
Parish Engineer	Webster Parish
Assistant Director	Shreveport/Caddo MPC
Assistant Director	Bossier City/Parish MPC
Planning Director	SporTran
Director of Engineering and Planning	Caddo Bossier Port
Traffic Engineer	La DOTD Dist. 04
Statewide Planning Engineer	La DOTD
Director of Planning	NLCOG

APPENDIX B UPWP COMMENTS

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