

FY 2026 (July 1, 2025 - June 30, 2026)
 PLANNING WORK PROGRAM
 ANNUAL FUNDING SOURCES TABLE
 MID-EAST RURAL PLANNING ORGANIZATION

TASK CODE	WORK CATEGORY	RPO PROGRAM FUNDS			
		LOCAL 5%	State 15%	FEDERAL 80%	TOTAL 100%
I. DATA COLLECTION AND ASSESSMENT					
I-1	DATA COLLECTION AND ASSESSMENT	\$ 150	\$ 450	\$ 2,400	\$ 3,000
I-1.1	Highway				
I-1.2	Other Modes				
I-1.3	Socioeconomic				
I-1.4	Title VI				
II. TRANSPORTATION PLANNING					
II-1	COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT	\$ 20	\$ 60	\$ 320	\$ 400
II-1.1	Develop CTP Vision				
II-1.2	Conduct CTP Needs Assessment				
II-1.3	Analyze Alternatives and Environmental Screening				
II-1.4	Develop Final Plan				
II-1.5	Adopt Plan				
II-2	PRIORITIZATION	\$ 1,000	\$ 3,000	\$ 16,000	\$ 20,000
II-2.1	Project Prioritization				
II-3	PROGRAM AND PROJECT DEVELOPMENT	\$ 1,050	\$ 3,150	\$ 16,800	\$ 21,000
II-3.1	STIP Participation				
II-3.2	Merger / Project Development				
II-4	GENERAL TRANSPORTATION PLANNING	\$ 850	\$ 2,550	\$ 13,600	\$ 17,000
II-4.1	Regional and Statewide Planning				
II-4.2	Special Studies, Projects and Other Trainings				
II-4.2.1	Special Study #1 - insert name of consultant-led study here	\$ -	\$ -	\$ -	\$ -
II-4.2.2	Special Study #2 - insert name of consultant-led study here	\$ -	\$ -	\$ -	\$ -
III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES					
III-1	ADMINISTRATIVE ACTIVITIES	\$ 1,150	\$ 3,450	\$ 18,400	\$ 23,000
III-1.1	Administrative Documents				
III-1.2	TCC / TAC Work Facilitation; Ethics Compliance				
III-1.3	Program Administration				
IV. DIRECT COSTS					
IV-1	PROGRAMMATIC DIRECT CHARGES	\$ 1,250	\$ 3,750	\$ 20,000	\$ 25,000
IV-1.1	Program-wide Direct Costs				
IV-2	ADVERTISING	\$ 3	\$ 8	\$ 40	\$ 50
IV-2.1	News Media Ads				
IV-3	LODGING, MEALS, INCIDENTALS	\$ 75	\$ 225	\$ 1,200	\$ 1,500
IV-3.1	Hotel Costs				
IV-3.2	Meal Costs				
IV-3.3	Incidentals				
IV-4	POSTAGE	\$ 3	\$ 8	\$ 40	\$ 50
IV-4.1	Mailings				
IV-5	REGISTRATION / TRAINING	\$ 75	\$ 225	\$ 1,200	\$ 1,500
IV-5.1	Conference Registration				
IV-5.2	Meeting / Workshop / Training Fees				
IV-6	TRAVEL	\$ 25	\$ 75	\$ 400	\$ 500
IV-6.1	Mileage Reimbursement				
IV-6.2	Car Rental Costs				
IV-6.3	Other Travel Expenses				
V. INDIRECT COSTS					
V-1	INDIRECT COSTS	\$ 2,000	\$ 6,000	\$ 32,000	\$ 40,000
V-1.1	Incurred Indirect Costs				
RPO OPERATIONAL EXPENSE TOTAL		\$ 7,650	\$ 22,950	\$ 122,400	\$ 153,000

Signatures for original PWP approval


 Signature, TAC Chairman

5/7/2025


 Signature, RPO Secretary

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I. DATA COLLECTION AND ASSESSMENT

I-1 DATA COLLECTION AND ASSESSMENT \$ 3,000.00

I-1.1 Highway

Collect AADT and crash data throughout the region. Assess data and use to develop and/or identify potential P8.0 and safety projects.

I-1.2 Other Modes

Collect data for non-highway modes. Begin assessing potential Prioritization 8.0 projects.

I-1.3 Socioeconomic

Update socioeconomic and demographic data for all counties. Maintain and update parcel and centerline data for all counties.

I-1.4 Title VI

Affirm RPO compliance with Title VI requirements. Perform LEP assessment where needed.

II. TRANSPORTATION PLANNING

II-1 COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT \$ 400.00

II-1.1 Develop CTP Vision

Review 2014 Beaufort County CTP for potential update.

II-1.2 Conduct CTP Needs Assessment

N/A

II-1.3 Analyze Alternatives and Environmental Screening

N/A

II-1.4 Develop Final Plan

N/A

II-1.5 Adopt Plan

N/A

II-2 PRIORITIZATION \$ 20,000.00

II-2.1 Project Prioritization

Analyze results of Prioritization 7.0. Review CTP recommendations for all member counties. Potentially hold STI training session/workshop with TCC & TAC members and local governments. Coordinate with TCC & TAC members, local governments, airports, transit systems, NCDOT Ferry Division, and NCDOT Divisions 1 & 2 on the development of MERPO's P8.0 project submittal list. Submit projects into SPOT Online. Review P7.0 Local Input Point Assignment Methodology and coordinate with TCC & TAC members on any potential updates/changes for P8.0. Begin P8.0 Regional Impact Local Input Point assignments (if phase begins before the end of FY 2026).

II-3 PROGRAM AND PROJECT DEVELOPMENT \$ 21,000.00

II-3.1 STIP Participation

Review, and monitor changes to the 2026-2035 STIP. Coordinate with Divisions 1 & 2, STIP Unit and SPOT Office on any actions that need to be taken by MERPO. Keep TCC & TAC members updated on all matters relating to the STIP and MERPO projects within it.

II-3.2 Merger / Project Development

Attend required merger meetings. Attend any local government and/or public meetings for projects in the merger process.

II-4 GENERAL TRANSPORTATION PLANNING \$ 17,000.00

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II-4.1 Regional and Statewide Planning

Attend meetings for the following: NCARPO, NCAMPO (As RPO Liason), Annual MPO conference, Annual NC Transportation Summit, Highway 17/64 Association, Southern Albemarle Association, Beaufort Area Transit System TAB, Martin County Transit TAB, Greenville MPO TCC, County Commissioners (When needed), City/Town Council (When needed). Also attend any meetings with local governments and/or NCDOT when needed.

II-4.2 Special Studies, Projects and Other Trainings

Attend and/or provide input for any project express designs or feasibility studies.

II-4.2.1	Special Study #1 - insert name of consultant-led study here	\$	-
	N/A		

II-4.2.2	Special Study #2 - insert name of consultant-led study here	\$	-
	N/A		

III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES

III-1 ADMINISTRATIVE ACTIVITIES	\$	23,000.00
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III-1.1 Administrative Documents

Amend FY 2025-2026 PWP as needed. Prepare draft FY 2026-2027 PWP and present to TCC & TAC for approval. Prepare and submit quarterly reports and final yearly narrative. Update MOU, Bylaws, PIP, and other related documents as needed.

III-1.2 TCC / TAC Work Facilitation; Ethics Compliance

Prepare for and hold TCC & TAC meetings. Inform TAC members of ethics requirements and ensure they remain compliant. Assist TAC members with SEI & RED forms if needed. Updates State Ethics Commission on any TAC membership changes.

III-1.3 Program Administration

Providing transportation information and data. Contact NCDOT staff concerning questions from officials, citizens, and TAC/TCC members. Includes phone calls, emails, etc. Update MERPO website as needed. Perform any and all tasks related to administration of MERPO.

IV. DIRECT COSTS

IV-1 PROGRAMMATIC DIRECT CHARGES	\$	25,000.00
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IV-1.1 Program-wide Direct Costs

Office supplies, printing, cost of space, hosted computer & telephone, equipment.

IV-2 ADVERTISING	\$	50.00
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IV-2.1 News Media Ads

Advertising costs for public hearings, workshops, etc.

IV-3 LODGING, MEALS, INCIDENTALS	\$	1,500.00
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IV-3.1 Hotel Costs

Costs for overnight stays at NCARPO quarterly meetings, MPO Conference, NC Transportation Summit, and other relevant conferences and trainings.

IV-3.2 Meal Costs

Meal costs while on overnight or extended travel.

IV-3.3 Incidentals

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Hotel parking, tips

IV-4 POSTAGE	\$	50.00
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IV-4.1 Mailings		
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Costs for mailings associated with MERPO tasks or projects (surveys, notices, etc.)

IV-5 REGISTRATION / TRAINING	\$	1,500.00
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IV-5.1 Conference Registration		
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Registration fees for NCAMPO Conference, and other relevant conferences.

IV-5.2 Meeting / Workshop / Training Fees		
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Registration/class fees for relevant trainings.

IV-6 TRAVEL	\$	500.00
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IV-6.1 Mileage Reimbursement		
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Mileage Reimbursement for personal vehicle if Mid-East Commission vehicle is unavailable.

IV-6.2 Car Rental Costs		
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N/A

IV-6.3 Other Travel Expenses		
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Airfare, other.

V. INDIRECT COSTS

V-1 INDIRECT COSTS APPROVED BY COGNIZANT AGENCY	\$	40,000.00
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V-1.1 Incurred Indirect Costs		
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Indirect costs incurred by the Lead Planning Agency (LPA): Mid-East Commission

RPO OPERATIONAL EXPENSE TOTAL	\$	153,000.00
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