

**BUCKEYE HILLS  
RTPO WORK PROGRAM  
SFY 2026**

**JUNE 2025 UPDATE**



This document produced by Buckeye Hills Regional Council, in partnership with the Ohio Department of Transportation.

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# TABLE OF CONTENTS

INTRODUCTION \_\_\_\_\_ 2

TRANSPORTATION PLAN SUMMARY \_\_\_\_\_ 5

WORK CATEGORY DESCRIPTIONS \_\_\_\_\_ 7

NOTES \_\_\_\_\_ 22

NOTE:

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# INTRODUCTION

## INTRODUCTION

For the past 50 years, Buckeye Hills Regional Council has helped communities in Southeastern Ohio work cooperatively to improve the region. A voluntary organization of local government political subdivisions, Buckeye Hills serves eight counties securing financial resources to translate ideas into action (Athens, Hocking, Meigs, Monroe, Morgan, Noble, Perry, & Washington). Approximately 260,000 residents populate this region which spans 3,695 square miles.

Whether reaching out to the region's aging in need of in-home assistance, providing communities with planning support, or serving as advocates on the state and national level, the professional staff at Buckeye Hills serves with dedication and compassion.

Since its inception, Buckeye Hills has secured over \$1 billion for the region's education, health care, infrastructure, training, and social services programs.

Buckeye Hills assists communities in identifying urgent needs and securing grant and loan dollars to improve infrastructure and the overall quality of life for residents. The staff often acts as 'adjunct staff' for communities in the District by providing technical assistance, grant writing, and project administration.

## **VISION STATEMENT**

The effective utilization of public and private resources for an improved quality of life for our constituents.

## **MISSION STATEMENT**

Buckeye Hills will improve the socioeconomic conditions of the region by promoting the interests and needs of our constituents to persons and agencies empowered to create positive change.

# INTRODUCTION

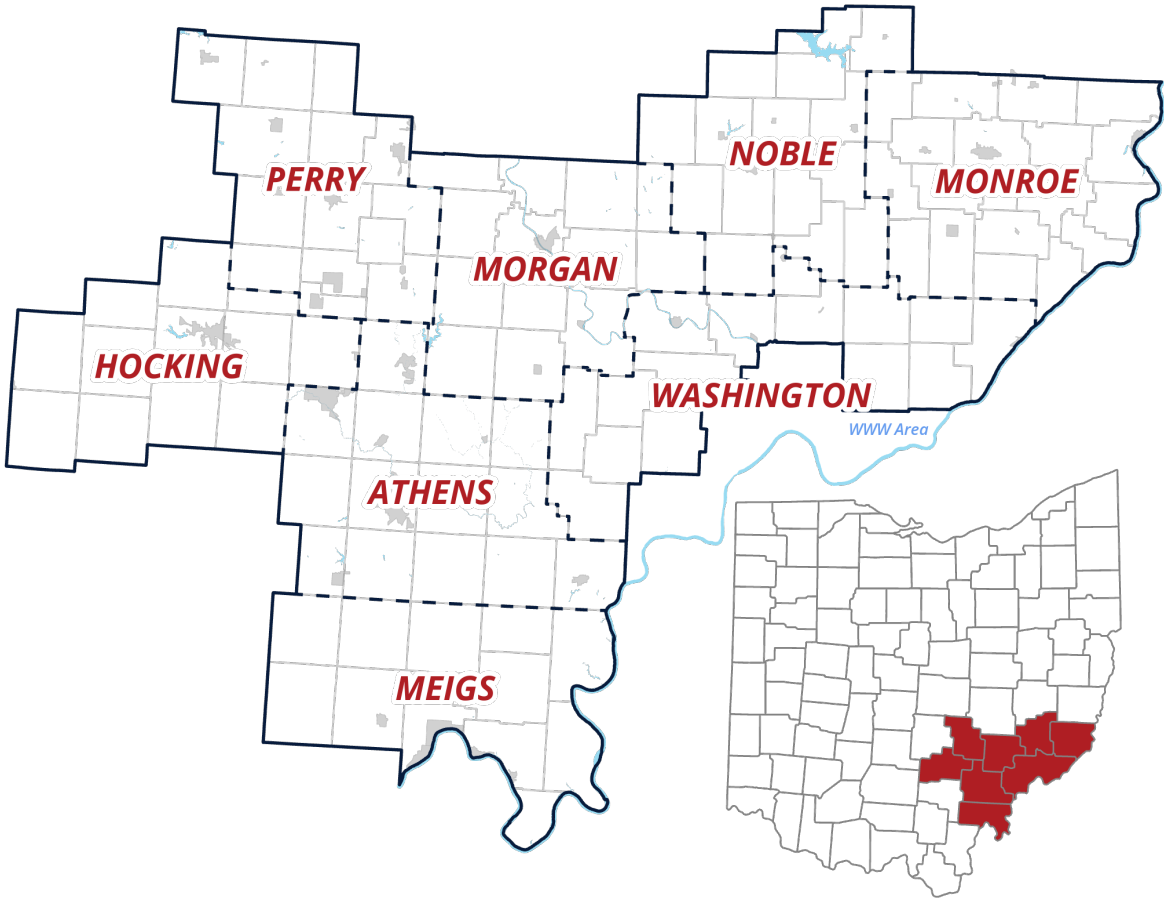
Buckeye Hills participates in the Regional Transportation Planning Organization (RTPO) program, in partnership with The Ohio Department of Transportation (ODOT). Local participation is critical to the success of this program and is at the center of the program as offered by ODOT. The Buckeye Hills Executive Committee serves as the RTPO Policy Committee. The Executive Committee is made up of public officials, private business representatives, and engaged citizens from across the region. The Policy Committee is charged with taking official action on all RTPO documents, policies, and other activities which require signatory approval.

An RTPO Advisory Committee was formed to advise the Executive Committee on items related to transportation. The RTPO Advisory Committee is made up of individuals representing communities and organizations within the district that have an expressed interest in transportation matters facing the region. This committee includes representatives from neighborhood organizations, clubs and outdoor organizations, special interest groups, environmental groups, as well as individuals with specific transportation related expertise or professional experience. The RTPO Advisory Committee currently encompasses representatives from our eight-county region, but efforts are being made to solicit even more participation from regional stakeholders.

In January 2016, Ohio Governor John Kasich designated Buckeye Hills Regional Council as an Ohio Regional Transportation Planning Organization (RTPO), formalizing the program that started as a pilot and helped spur better and more informed transportation decision making in Ohio.

# INTRODUCTION

The transportation planning boundaries in which Buckeye Hills conducts transportation planning processes includes Athens, Hocking, Meigs, Morgan, Monroe, Noble, Perry, and Washington counties (except the townships of Belpre, Dunham, Fearing, Marietta, Muskingum, Newport, and Warren). Below is a map of the Buckeye Hills Region.



# WORK CATEGORY DESCRIPTIONS

## TRANSPORTATION PLAN SUMMARY

Buckeye Hills completed and adopted a comprehensive long-range regional transportation plan in March of 2023. This plan captured a wide range of condition and analysis information regarding transportation assets and conditions in the region.

The analysis included sections on goals and objectives, existing conditions, future conditions, needs analysis, and general plan recommendations for all modes of transportation in the region. Below is a summary of the goals and objectives, regional trends, and plan recommendations.

### REGIONAL TRANSPORTATION GOALS AND OBJECTIVES


Buckeye Hills staff worked closely with the Transportation Committee, local public officials, and residents of the region to craft a series of goals that took into consideration the results of the analysis activities and was cognizant of public input.

Goals	Objective	Strategies
1   Public Participation and Stakeholder Engagement	Interagency Coordination	Work closely with other agencies, including transportation departments, law enforcement, public health agencies, and advocacy organizations, to coordinate efforts and leverage resources to improve safety
	Community Engagement	Engage with local communities, stakeholders, and advocacy groups to understand their safety concerns and priorities and involve them in the planning and implementation of safety initiatives
2   Enhancing Safety	Infrastructure Improvements	Ensure that roads safely accommodate all users, including pedestrians, cyclists, and public transit riders.
	Active Transportation	Educate the community about the benefits of walking and cycling, as well as safe practices for pedestrians and cyclists.
		Work with schools and communities to create safe routes for children to walk or bike to school, including crossing guards, traffic safety education, and infrastructure improvements.
	Projects and Studies	Engage in projects and studies that enhance transportation safety within our region.
Crash Reporting and Performance Measures	Collect comprehensive data on traffic crashes, including location, causes, and contributing factors, to identify high-risk areas and prioritize safety improvements.	

# WORK CATEGORY DESCRIPTIONS

		Periodically monitor safety performance indicators, such as crash rates, to understand areas of opportunity within our region.
3   Improving Connectivity	Infrastructure Improvement	
	Technology Integration	
	Policy Implementation	Advocate for transportation policies and legislation that enhance safety and increase accommodation for all users.
	Broadband Integration	
4   Enhance Mobility and Access	Promote Equity and Accessibility	Improve access to transportation services for underserved areas and populations through targeted investments and outreach efforts.
5   Promoting Sustainability	Integrate Sustainability into Planning Processes	Ensure that sustainability principles are integrated into all planning processes, including the long-range transportation plan (LRTP), transportation improvement program (TIP), comprehensive transportation and infrastructure plans, and economic development strategies.
	Promote Active Transportation	Educate the public and invest in infrastructure for walking and cycling, such as sidewalks, bike lanes, and multi-use paths, to encourage active transportation in rural areas.
	Transit Growth and Development	Explore innovative transit solutions, such as demand-responsive services and ridesharing programs, improve access to public transit and educate the public on availability of current programs to help meet the unique needs of rural communities.
6   Enhance Mobility and Access	Promote Equity and Accessibility	Improve access to transportation services for underserved areas and populations through targeted investments and outreach efforts.
7   Supporting Economic Development	Regional Support	Identify transportation investments that support economic development objectives, such as improving access to industrial parks, ports, and other key employment centers.
		Foster partnerships between transportation agencies, economic development organizations, and private sector stakeholders to leverage resources and expertise.

# WORK CATEGORY DESCRIPTIONS

The emphasis areas of Access Ohio 2045 Implementation and Walk.Bike.Ohio are incorporated into the long-range transportation plan. Buckeye Hills was a member of the AO45 Steering Committee, and the plan's Goals & Objectives are designed to align with AO45 objectives. The plan development approach uses the AO45 objectives, themes and strategies as a guide to maintain alignment with the AO45 vision. Additionally, Walk.Bike.Ohio is incorporated into the Active Transportation section of the plan, and the plan's evaluations and recommendations align with the WBO themes, strategies, and analysis. 

## WORK CATEGORY DESCRIPTIONS

This section contains detailed information on the activities to be completed by Buckeye Hills staff as part of this work program. The activities below are listed by category, as identified and required by the Ohio MPO Administration Manual, section 8.4. Identified work items are in the following subcategories:

**601- Short Range Planning:** The identification and analysis of near-term transportation problems/needs and the development of recommended solutions.

**602 - Transportation Improvement Program:** The development, monitoring, and revision of the biennial Transportation Improvement Program (TIP) and project delivery activities associated with projects included in the 4-year program of transportation system improvements.

**610 – Transportation Plan:** The development, evaluation, revision, and updating of the Comprehensive Long-Range Transportation Plan document.

**625 – Services:** Provide planning assistance, data, information, and reports to individuals and organizations that involve community development, planning, and implementation activities.

**630- Participation in Statewide Planning:** Assistance provided to ODOT in the development of Access Ohio and other statewide transportation planning activities.

**665 – Special Studies:** These studies aim to gather detailed information, analyze specific challenges, and propose targeted solutions to enhance the efficiency, effectiveness, and sustainability of rural transportation systems in our region.

**674 – Transit:** Activities and assistance to develop, monitor, analyze, and improve mass transit services and systems including the development of short and long-range plans and programs to improve operational efficiencies and forecast the need for capital improvements.

**697 – Transportation Program Reporting:** includes the preparation of reports and documents that facilitate communication of transportation related issues to the region's transportation stakeholders. All other reports shall be included within the proper subcategories.

# WORK CATEGORY DESCRIPTIONS

## 601- SHORT RANGE PLANNING

Buckeye Hills Staff will identify and analyze near-term transportation problems, needs, and the development of recommended solutions.

These goals reflect the RTPPO's short-term capacity to support communities with practical, actionable work products while fostering ongoing collaboration among stakeholders at all levels of government.

Work Item	Responsible Entity	Schedule
Safety Studies and Plans: The RTPPO will support the community by conducting short-term safety studies that identify high-risk areas and propose solutions to improve pedestrian, cyclist, and vehicular safety. This will include data analysis, community input, and the development of actionable safety improvement plans for local transportation infrastructure.	Buckeye Hills  Toole Design	Through FY 26
Technical Assistance: The RTPPO will provide technical assistance to local jurisdictions, helping them navigate complex transportation planning processes, implement best practices, and access available funding opportunities. This may include GIS mapping, data analysis, and guidance on project feasibility, enabling communities to address immediate transportation needs effectively.	Buckeye Hills	Ongoing
Stakeholder Meetings for Current Projects: To ensure community-driven planning, the RTPPO will facilitate regular stakeholder meetings for ongoing transportation projects. These meetings will engage local officials, community groups, and advocacy organizations to discuss project progress, address concerns, and gather feedback, ensuring that projects align with local priorities and needs.	Buckeye Hills	Ongoing
Public Engagement for Regional Projects: Through community outreach, surveys, and public meetings, the RTPPO will help gather input from residents and stakeholders on current transportation projects. This feedback will inform planning efforts and ensure that the needs of all community members—especially underrepresented groups—are considered in the decision-making process.	Buckeye Hills	Ongoing
Transit and Active Transportation Initiatives: In the short term, the RTPPO will work to support transit and active transportation projects by coordinating with local transit agencies, developing plans for pedestrian and bike infrastructure, and advocating for safer, more connected transportation networks that support non-motorized modes of travel across the region.	Buckeye Hills	Ongoing

# WORK CATEGORY DESCRIPTIONS

Grant Writing and Funding Support: The RTPPO will assist local communities with grant writing and identifying funding opportunities for transportation projects. By helping jurisdictions access state and federal funds, the RTPPO ensures that essential transportation improvements—such as road safety upgrades, bike lanes, and transit enhancements—are prioritized and implemented efficiently.	Buckeye Hills	Ongoing
Technical Training and Capacity Building: The RTPPO will provide technical training sessions for local transportation professionals, officials, and planners. These sessions will focus on current planning tools, safety analysis methods, and best practices, ensuring that local agencies have the knowledge and capacity to address pressing transportation challenges.	Buckeye Hills	Ongoing
STBG: The RTPPO will assist local communities, counties, cities, and villages in leveraging State Transportation Block Grant (STBG) funding for transportation improvements in the upcoming fiscal year. Our support will focus on prioritizing projects that enhance roadway infrastructure, including resurfacing, bridge repairs, and planning projects, to improve safety and connectivity. We will also help communities implement safety improvement measures at high-crash locations, such as pedestrian crossings, signage, and traffic calming features.	Buckeye Hills	Ongoing

## 601- SHORT RANGE PLANNING – BUDGET

Fund Type	Amount	Note
Federal Funds	\$17,733.81	Federal SPR
State Funds	\$2,216.73	ODOT
Local Matching Funds	\$2,216.73	Local Cash
<b>Total Subcategory Budget</b>	<b>\$22,167.27</b>	
Direct Labor	\$9,834.25	
Other Direct	\$1,000.00	
Indirect	\$4,733.32	
Fringe	\$6,599.70	
<b>Total Subcategory Budget</b>	<b>\$22,167.27</b>	

# WORK CATEGORY DESCRIPTIONS

## 602 – TRANSPORTATION IMPROVEMENT PROGRAM

Buckeye Hills staff will develop, monitor, and revise the biennial Transportation Improvement Program (TIP) and project delivery activities associated with projects included in the four-year program of transportation system improvements.

Work Item	Responsible Entity	Schedule
RTIP Document: Create TIP documents and project maps, including unfunded RTPO projects. Hold TIP rural consultation and public comment meetings throughout the region. Work with ODOT District 5 and 10, as well as local governments to record and disseminate any updates, changes, or other modification to the RTIP document and project listings completed.	Buckeye Hills, ODOT	

## 602 – TRANSPORTATION IMPROVEMENT PROGRAM – BUDGET

Fund Type	Amount	Note
Federal Funds	\$7,142.59	Federal SPR
State Funds	\$892.82	ODOT
Local Matching Funds	\$892.82	Local Cash
<b>Total Subcategory Budget</b>	<b>\$8,928.23</b>	
Direct Labor	\$3,999.23	
Other Direct		
Indirect	\$1,924.85	
Fringe	\$3,004.15	
<b>Total Subcategory Budget</b>	<b>\$8,928.23</b>	

## 610 - TRANSPORTATION PLAN

Buckeye Hills staff will update the RTPO Long Range Comprehensive Transportation Plan. The referenced plan will be updated by Buckeye Hills in FY 2027 and covers the reference period of 2025 to 2050.

Work Item	Responsible Entity	Schedule
Project Ranking Criteria: Buckeye Hills staff will continue to work with local governments, ODOT Districts 5 and 10, ODOT central office, and other RTPO/MPO partners to develop project ranking criteria for locally identified projects that are not part of the TIP listing. This effort will continue work that was started during previous work periods.	Buckeye Hills	Ongoing
Long-Range Transportation Plan Document: Buckeye Hills staff will maintain and update the comprehensive long-range transportation plan. Will be used as a	Buckeye Hills	Ongoing

# WORK CATEGORY DESCRIPTIONS

community-oriented approach to be a technical resource.		
Final Long-Range Plan document review to see if projects can be completed such as safety projects.	Buckeye Hills	Ongoing
The RTPO will begin work on the Horizon 2050 LRTP. This work will be in conjunction with a consultant. The final product will be completed at the end of FY 27. STBG funds will be used along with capital dollars to complete this project. A RFQ will be issues May 15 <sup>th</sup> 2025. Work will start at the beginning of FY 26 (July 1, 2025).	Buckeye Hills, Consultant	July 25 – June 27

## 610 – TRANSPORTATION PLAN – BUDGET

Fund Type	Amount	Note
Federal Funds	\$12,167.46	Federal SPR
State Funds	\$1,520.93	ODOT
Local Matching Funds	\$1,520.93	Local Cash
PID 123930 – LRTP	\$150,000.00	STBG Dollars (TRC for Match)
<b>Total Subcategory Budget</b>	<b>\$165,209.32</b>	
Direct Labor	\$19,476.28	
Other Direct		
Indirect	\$9,374.12	
Fringe	\$11,358.92	
PID 123930 – LRTP 2050	\$125,000.00	
<b>Total Subcategory Budget</b>	<b>\$165,209.32</b>	

# WORK CATEGORY DESCRIPTIONS

## 625 – SERVICES

Buckeye Hills will continue the provision of planning assistance, data, information, and reports to individuals and organizations involved in community development, planning, and implementation activities.

Work Item	Responsible Entity	Schedule
Technical Assistance: Buckeye Hills will provide technical assistance services to standing Buckeye Hills committees, member governments, and other interested parties. Examples of technical services include mapping services, or the creation of specialized data sets relevant to transportation planning objectives.	Buckeye Hills	Ongoing
Response and Recording of Local Issues: Buckeye Hills staff will continually communicate with local governments, citizens, and interested parties to understand and record issues of transportation-related concern. As necessary, items will be incorporated into the relevant section of the transportation plan. This includes performing safety or traffic pattern studies.	Buckeye Hills	Ongoing
Local Expertise: The staff of Buckeye Hills is often referred to as subject matter experts on matters related to planning, public financing, transportation, GIS, and other related areas. Buckeye Hills RTPO staff will serve on boards, committees, and other groups both formal and informal as a resource to local governments and interested parties. The RTPO will review for compliance with federal and state highway functional classification criteria and make a determination of acceptance or disapproval based on local policies and procedures.	Buckeye Hills	Ongoing
Project Management: Buckeye Hills is involved in efforts to manage special projects and activities that have transportation as a central aspect. The Planning Director will be a logical individual to guide and oversee some of these efforts.	Buckeye Hills	Ongoing
Identify Transportation Projects: Work with local partners to identify transportation-related projects which would improve local transportation systems. Includes safety studies, safe routes to school plans, active transportation plans, and corridor studies.	Buckeye Hills	Ongoing
Identify Funding Sources: Work with local project sponsors to identify potential sources of funding for transportation-related projects.	Buckeye Hills	Ongoing
Prepare Funding Applications: Work with local project sponsors to complete, or assist with the completion, of necessary applications for identified funding resources.	Buckeye Hills	Ongoing

# WORK CATEGORY DESCRIPTIONS

Work with county Transportation Improvement Districts within the district to support project development.	County	Ongoing
Special Study – Hocking County AT Master Plan: Buckeye Hills will oversee the creation and development of a master plan by a consultant for Hocking County, Ohio, focusing on active transportation, community connectivity, and regional prosperity. This involved process will create a comprehensive strategy to enhance the overall well-being of the region through improved transportation, added safety, community connectivity, and economic development.	Buckeye Hills	Ongoing
Toole Design has been selected as the consultant for the county master plan. Three local meetings will be held around Hocking County.	Toole Design	Projected completion date of September 2025
Data Creation and Maintenance: Buckeye Hills staff will actively maintain and develop (as necessary) data sets necessary to carry out regional transportation planning activities. Examples include traffic counts, bridge information, crash data, pavement ratings, land use, applicable demographics, rail assets, and other similar information. Align with and encourage AO50 data-sharing goals.	Buckeye Hills	Ongoing
Transportation Count Data Collection: Buckeye Hills staff will continue to provide traffic counting services to member governments and other interested parties in the region upon request. This includes vehicle bike and pedestrian data collection. Buckeye Hills will maintain the data collected and share it with ODOT and local parties/governments.	Buckeye Hills	Ongoing
Transportation Expertise: Existing staff will work with transportation stakeholders including ODOT staff, MPO partners, and other RTPo organizations to continue building technical capacity and expertise. Staff will seek out and attend relevant training events and professional development opportunities.	Buckeye Hills	Ongoing
Communication/ Meetings: Buckeye Hills staff will participate with ODOT, RTPo partners, and other interested transportation planning entities in meetings and events during the project period. Engage and collaborate on AO50 strategies like safety and smart connectivity.	Buckeye Hills	Ongoing
Program Reporting: Buckeye Hills will complete all required reporting and documentation related to the RTPo program and will comply with all funding	Buckeye Hills	Ongoing

# WORK CATEGORY DESCRIPTIONS

requirements enacted by ODOT and other funding partners.		
Statutory Compliance: Buckeye Hills staff will ensure conformity among regulatory obligations, i.e., Public Participation Plan, ADA, et. al. A Title VI Plan will be completed and approved by the Personnel and Executive Committees. The RTPO also ensures regulatory compliance by implementing a Public Participation Plan that meets federal and state requirements. The plan includes diverse outreach methods—such as public meetings, surveys, and online platforms—to engage all stakeholders, ensuring accessible and inclusive participation in transportation planning processes.	Buckeye Hills	Ongoing
Program Administration: Buckeye Hills will oversee technical and policy direction of activities to fulfill ODOT, FHWA, and FTA requirements. Facilitate the efficient administration of the RTPO program.	Buckeye Hills	Ongoing

## 625 – SERVICES – BUDGET

Fund Type	Amount	Note
Federal Funds	\$59,743.68	Federal SPR
State Funds	\$7,467.96	ODOT
Local Matching Funds	\$7,467.96	Local Cash
<b>Total Subcategory Budget</b>	<b>\$74,679.60</b>	
Direct Labor	\$20,889.58	
Other Direct	\$27,593.69	
Indirect	\$10,054.36	
Fringe	\$16,141.97	
<b>Total Subcategory Budget</b>	<b>\$74,679.60</b>	

# WORK CATEGORY DESCRIPTIONS

## 630-PARTICIPATION IN STATEWIDE PLANNING

Buckeye Hills RTPo will assist ODOT in the development of Access Ohio and other statewide transportation planning activities.

Work Item	Responsible Entity	Schedule
Local Expertise: The staff of Buckeye Hills is often referred to as subject matter experts on matters related to planning, public financing, transportation, GIS, and other related areas. Buckeye Hills RTPo staff will serve on boards, committees, and other groups both formal and informal as a resource to local governments and interested parties. The RTPo will review for compliance with federal and state highway functional classification criteria and make a determination of acceptance or disapproval based on local policies and procedures.	Buckeye Hills	Ongoing

## 630 – PARTICIPATION IN STATEWIDE – BUDGET

Fund Type	Amount	Note
Federal Funds	\$14,021.57	Federal SPR
State Funds	\$1,752.70	ODOT
Local Matching Funds	\$1,752.70	Local Cash
<b>Total Subcategory Budget</b>	<b>\$17,526.97</b>	
Direct Labor	\$7,951.65	
Other Direct		
Indirect	\$3,827.21	
Fringe	\$5,748.11	
<b>Total Subcategory Budget</b>	<b>\$17,526.97</b>	

# WORK CATEGORY DESCRIPTIONS

## 665 – SPECIAL STUDIES

The RTPO identifies specific areas within its network where transportation improvement studies are needed. This identification is based on factors such as traffic congestion, safety concerns, infrastructure aging, or the need for new transportation projects.

The organization develops a detailed project proposal outlining the scope, objectives, and anticipated outcomes of the transportation improvement study. This proposal should align with the goals and priorities set by ODOT.

Work Item	Responsible Entity	Schedule
<p>Special Study – Hocking County AT Master Plan: Buckeye Hills will oversee the creation and development of a master plan by a consultant for Hocking County, Ohio, focusing on active transportation, community connectivity, and regional prosperity. This involved process will create a comprehensive strategy to enhance the overall well-being of the region through improved transportation, added safety, community connectivity, and economic development.</p>	Buckeye Hills	Ongoing
<p>An RFP process will be used, and a consultant will be chosen based on the agency's fiscally constrained goals and objectives.</p>	Toole Design	Completed by Sept. 2026
<p>Special Study – Regional Safety Initiative: Walking and Biking Safety Planning Study</p> <p>The Rural Transportation Planning Organization (RTPO), with funding from the Ohio Department of Transportation (ODOT), is conducting a regional safety initiative focused on improving walking and biking safety across all eight counties. In partnership with the consultant Toole Design, the study will analyze crash data, historic safety trends, and near-miss incidents to identify critical safety issues for pedestrians and cyclists. BHRC will lead public engagement efforts throughout the region, collecting input from local residents, community groups, and stakeholders through meetings, surveys, and online platforms. This feedback, along with data analysis, will inform the development of a safety plan that includes infrastructure improvement recommendations, such as safer pedestrian crossings, bike lanes, and intersection designs. Toole Design will provide engineering and design solutions, while BHRC</p>	Buckeye Hills	March 2025 – June 2026

# WORK CATEGORY DESCRIPTIONS

will oversee the project, ensuring coordination between ODOT, Toole Design, and local stakeholders. The final deliverables will include a comprehensive report, prioritized safety improvements, and visual materials for local communities to use in advocating for funding and implementation. The study is scheduled for completion by the end of FY 26, with the aim of creating a safer environment for walking and biking in the region.	Toole Design	
Special Study – Resilience Improvement Plan (RIP)  The RTPO is collaborating with Emergency Management Agency (EMA) directors, county engineers, and local officials to develop a regional Resilience Improvement Plan (RIP). This plan aims to enhance the region's ability to respond to and recover from transportation disruptions caused by natural disasters, extreme weather events, and other emergencies. By working together, the RTPO and its partners will identify vulnerabilities in the transportation network, prioritize resilience improvements, and propose strategies to ensure the region's infrastructure can withstand and quickly recover from adverse events, ultimately strengthening community safety and mobility.	Buckeye Hills	FY 25 – FY 27

## 665 – SPECIAL STUDIES – BUDGET

Fund Type	Amount	Note
Federal Funds	\$49,349.04	Federal SPR
State Funds	\$6,168.63	ODOT
Local Matching Funds	\$6,168.63	Local Cash
<b>Total Subcategory Budget</b>	<b>\$61,686.30</b>	
Direct Labor	\$28,669.75	
Other Direct	\$2,000.00	
Indirect	\$13,799.04	
Fringe	\$17,217.51	
<b>Total Subcategory Budget</b>	<b>\$61,686.30</b>	

# WORK CATEGORY DESCRIPTIONS

## 674 – TRANSIT

Buckeye Hills will participate in regional activities and provide assistance to develop, monitor, analyze, and improve mass transit services and systems including the development of short and long-range plans and programs to improve operational efficiencies and forecast the need for capital improvements.

Work Item	Responsible Entity	Schedule
Transit Planning: Buckeye Hills staff will continue to work with local member governments to investigate opportunities and resources that may lead to funding for transit or similar public transportation services and align with AO45's smart and connected strategy. Serve as a member of local transit committees or primary facilitator to prepare Coordinated Public Transit-Human Services Transportation Plans and work within ODOT's Human Services Transportation Coordinated Region.	Buckeye Hills	Ongoing
Mobility Management: Buckeye Hills is staffing a mobility management position for Washington, Monroe, and Noble Counties to continue and expand the mobility management program established in 2020, in addition to providing mobility management support to the 8 counties in the region. The Planning Director will provide guidance and oversight, as well as strategic and tactical support to the mobility manager and program.	Buckeye Hills	Ongoing
Transit: Work with county commissioners and transit organizations to help facilitate meetings within the district and help promote transit opportunities for citizens.	Buckeye Hills	As needed
The RTPo is closely coordinating with the in-house regional transportation planning manager who supports ODOT mobility initiatives throughout our eight-county region. In this collaborative effort, the RTPo provides essential support by offering transportation expertise, GIS services, data analysis, and meeting facilitation. Additionally, we assist with the development of transportation-related work products that align with the manager's goals to enhance mobility and accessibility in the region. Specifically, our work focuses on supporting initiatives related to transit, human services transportation, and active transportation, ensuring that diverse community needs are met. By leveraging our regional knowledge and technical capabilities, we help advance efforts that improve connectivity, increase transportation options, and promote safer, more sustainable mobility for all residents across the region.	Buckeye Hills	Ongoing

# WORK CATEGORY DESCRIPTIONS

## 674 – TRANSIT – BUDGET

Fund Type	Amount	Note
Federal Funds	\$3,439.49	Federal SPR
State Funds	\$429.94	ODOT
Local Matching Funds	\$429.94	Local Cash
<b>Total Subcategory Budget</b>	<b>\$4,299.37</b>	
Direct Labor	\$1,976.21	
Other Direct		
Indirect	\$951.18	
Fringe	\$1,371.98	
<b>Total Subcategory Budget</b>	<b>\$4,299.37</b>	

## 697 – TRANSPORTATION PROGRAM REPORTING

The RTPO ensures transparent communication by preparing clear, data-driven transportation reports that keep regional stakeholders informed on key issues, project updates, and safety assessments. These reports support informed decision-making and align regional efforts with state and federal priorities.

Work Item	Responsible Entity	Schedule
<p>The RTPO plays a critical role in enhancing communication and transparency regarding transportation-related issues through the preparation and dissemination of comprehensive reports and documents. Under the “697 – Transportation Program Reporting” category, the RTPO will produce timely, data-driven reports that facilitate informed decision-making for local, state, and federal stakeholders. These reports will address key regional transportation issues, safety analysis, and ongoing project updates.</p> <p>By ensuring that these reports are clear, accessible, and aligned with ODOT’s reporting requirements, the RTPO fosters effective collaboration and strengthens relationships with transportation partners. Additionally, all relevant transportation-related findings, outcomes, and action items will be carefully categorized and shared with the appropriate stakeholders to maintain alignment with regional priorities. This reporting effort is essential to keeping the region’s transportation planning efforts coordinated, transparent, and responsive to evolving community needs.</p>	Buckeye Hills	Ongoing

# WORK CATEGORY DESCRIPTIONS

In addition to safety measures, the RTPO will also assist ODOT with all the required measures, which includes asset condition(s) (asphalt condition, bridge condition, etc.) and congestion measures.		
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## 697 – TRANSPORTATION PROGRAM REPORTING – BUDGET

Fund Type	Amount	Note
Federal Funds	\$4,285.56	Federal SPR
State Funds	\$535.69	ODOT
Local Matching Funds	\$535.69	Local Cash
<b>Total Subcategory Budget</b>	<b>\$5,356.94</b>	
Direct Labor	\$2,399.54	
Other Direct		
Indirect	\$1,154.91	
Fringe	\$1,802.49	
<b>Total Subcategory Budget</b>	<b>\$5,356.94</b>	

# WORK CATEGORY DESCRIPTIONS

## BUDGET SUMMARY – WORK CATEGORIES

Category	Amount
601- Short Range Planning	\$22,167.27
602 – Trans. Imp. Program	\$8,928.23
610 – Trans. Plan	\$15,209.32
625 – Services	\$74,679.60
630- Participation in Statewide Planning	\$17,526.97
665 – Special Studies	\$61,686.30
674 – Transit	\$4,299.37
697 – Trans. Program Reporting	\$5,356.94
Long Range Trans. Plan – STBG funds	\$150,000
<b>Total Work Category Budget</b>	<b>\$359,854</b>

## BUDGET SUMMARY – EXPENSE CATEGORIES

Category	Amount
Salary	\$95,196.49
Fringe Benefits	\$63,244.83
Travel	\$7,000.00
Registration Fees	\$2,000.00
Software & Licenses	\$4,500.00
Space	\$11,067.00
Supplies	\$1,500.00
Communications	\$1,500.00
Indirect Costs	\$45,818.99
Other	\$3,026.69
PID 123930 – LRTP	\$125,000.00
<b>Total Expense Category Budget</b>	<b>\$359,854</b>

## BUDGET SUMMARY – STAFF (BY HOURS)

Category	Planning Director	Senior Planner	Senior Planner
601 - Short Range Planning	150	120	
602 – Trans. Imp. Program	50	63	
610 – Trans. Plan	50	250	273
625 – Services	200	365	
630- Participation in Statewide Planning	100	113	
665 – Special Studies	300	300	182
674 – Transit	30	25	
697 – Trans. Program Reporting	30	38	
<b>Total Work Category Budget</b>	<b>910 hours</b>	<b>1274 hours</b>	<b>455 hours</b>

## NOTES

**Cost Allocation Plan/Indirect Costs:** The provisional indirect rate established by this plan is 47.0832%. Following approval, the plan and methodology will be submitted to the Economic Development Administration (EDA), which is the federal cognizant agency for Buckeye Hills. The response letter from EDA dated November of 2024 is attached.