

FFY26 Southeast Alaska Regional Planning Organization (SE-RPO)

FHWA-Compliant Regional Planning Work Program (RWP)

Purpose and Compliance Statement

This Regional Planning Work Program (RWP) defines the federally eligible transportation planning, coordination, and public involvement activities to be undertaken by the Southeast Alaska Regional Planning Organization (SE-RPO) during Federal Fiscal Year (FFY) (February 12, 2026 – September 30, 2027).

All tasks contained in this RWP are: Consistent with 23 U.S.C. §134 and §135 transportation planning requirements; Eligible for FHWA State Planning and Research (SPR) / PL funds; Advisory, planning focused, and non-implementation in nature; and Coordinated with the Alaska Department of Transportation & Public Facilities (DOT&PF) to avoid duplication.

SE-RPO activities are intended to support and assist DOT&PF led planning efforts and do not include project delivery, maintenance, operations, or grant application preparation.

Compensation for services by the SE-RPO is based on the budgeted hours and fixed hourly rates as defined in budgeted hours table for each activity in the RWP.

Activity 1. Transportation Planning

Function Area: Transportation Planning

Task 1.1 Transportation Planning Coordination

Assist DOT&PF in the development and implementation of statewide and regional long-range transportation planning efforts that are applicable to Southeast Alaska. Coordinate transportation planning activities with relevant partners to support integrated and efficient planning.

Subtask 1.1.1 Participate in coordination meetings and provide regional input to transportation planning activities, including the Statewide Long-Range Transportation Plan and other applicable statewide or regional plans.

Subtask 1.1.2 Coordinate with communities, Tribes, DOT&PF, and partner agencies to identify emerging transportation issues and trends relevant to regional planning. Ensure regional transportation needs are clearly communicated during state planning and programming cycles.

Subtask 1.1.3 Engage with other regional planning organizations, state agencies, and DOT&PF planning initiatives to promote coordination and avoid duplication of effort.

Subtask 1.1.4 Review transportation plans and studies as requested by DOT&PF and provide advisory comments related to regional transportation planning considerations.

Deliverables/Milestones

- Develop task list for FFY26 of current plans needing updates
- Develop board subcommittees for appropriate transportation areas to enhance coordination
- Review documents

Task 1.2 Identification of Regional Transportation Needs

Support the identification and documentation of current and future transportation needs in Southeast Alaska.

Subtask 1.2.1 Compile regional and community transportation plans, needs and issues list for consideration in statewide planning processes, including the State Needs List, 10-Year Plan, and STIP development led by DOT&PF.

Subtask 1.2.2 Assist in identifying regional goals, objectives, and strategies consistent with adopted statewide transportation planning priorities

Subtask 1.2.3 Facilitate regional or community discussions to identify transportation needs and priorities for advisory input into DOT&PF planning processes.

Deliverables /Milestones:

- STIP and Major STIP Amendment Comments affecting the project area
- Initiation of regional and community transportation needs and issues list
- Alignment of regional transportation lists to plans
- Buildout of SE regional and community comprehensive and transportation plans in DOT&PF Plans Library

Activity 2. Technical Assistance and Planning Support

Function Area: Technical Assistance

Task 2.1 Planning-Oriented Technical Assistance

Provide planning-level technical assistance to communities and stakeholders consistent with adopted transportation plans.

Subtask 2.1.1 Monitor federal and state transportation legislation, regulations, and research and share relevant planning-related information with SE-RPO members.

Subtask 2.1.2 Assist communities in evaluating whether locally identified transportation needs are consistent with applicable local, regional, and statewide transportation plans.

Subtask 2.1.3 Transportation data collection and planning analysis complementing or using the states data to assist informed community planning for effective and successful projects.

Subtask 2.1.4 Work with communities to conduct research, data collection and planning development for community transportation projects.

Deliverables/Milestones

- Newsletters, announcements or press releases
- Begin Buildout of Data Hub source page on website

Task 2.2 Advisory Communications

Subtask 2.2.1 Prepare advisory letters of support or concern regarding transportation planning issues when requested and consistent with regional transportation goals.

Deliverables/Milestones

- Formal written advisory letters
 - Summary memo documenting the RPO’s position
 - Maintain tracking log of advisory letter requests and actions taken
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Activity 3. Public Participation, Outreach, and Communication

Function Area: Public Involvement

Task 3.1 Public Participation Planning

Public involvement activities in concert with approved transportation planning activities.

Subtask 3.1.1 Create a Public Involvement Plan (PIP) framework for the SE-RPO and coordinate with DOT&PF on State and Federal public participation requirements.

Subtask 3.1.2 Create a planning-focused SE-RPO website or webpage on the Southeast Conference website, containing current meeting information (meeting locations, agendas, etc.), planning documents, and public notices consistent with the PIP.

Subtask 3.1.3 Maintain and update a planning-focused SE-RPO website

Deliverables/Milestones

- Framework for developing a Public Involvement Plan
- Build out RPO Website on Public Input

Task 3.2 Ongoing Communication

Subtask 3.2.1 Facilitate regular communication between DOT&PF, communities, Tribes, and planning partners regarding transportation planning activities and schedules.

Subtask 3.2.2 Coordinate with local and Tribal governments, including non-metropolitan local officials and participate in national, statewide and regional forums, including meetings and symposia, to support regional transportation planning activities.

Subtask 3.2.3 Meeting with communities to promote the RPO designation and opportunity for communities.

Deliverables/Milestones

- Bi-Annual communication and engagement activities report (pre-PIP)
 - Provide meeting summaries documenting key issues, priorities, actions, and coordination outcomes, including relevant input to support DOT&PF planning documents).
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Activity 4. Program Management and Reporting

Function Area: Program Management

Task 4.1 RWP Management and Reporting

Manage the SE-RPO planning program in accordance with DOT&PF agreements and federal requirements.

Subtask 4.1.1 Prepare and submit quarterly activity summaries to DOT&PF documenting progress toward RWP tasks.

Subtask 4.1.2 Track and manage eligible planning expenditures consistent with the approved budget and 2 CFR 200 requirements.

Subtask 4.1.3 Submit required performance and expenditure reports to DOT&PF in accordance with subaward requirements.

Subtask 4.1.4 Submit RWP annually prior to September 1 for review and approval by September 30, 2026

Subtask 4.1.5 Develop Annual RWP for FFY27

Deliverables/Milestones

- Quarterly Project Progress Reports
- Quarterly Financial Reports
- Develop annual RWP and budget for FFY27

Task 4.2 RPO Establishment

Subtask 4.2.1 Work with DOT&PF, communities, Tribes and industry operators to determine board composition and initial board members.

Subtask 4.2.2 Work with DOT&PF and the SE-RPO to develop and adopt RPO Bylaws and other necessary RPO documents.

Deliverables/Milestones

- Advisory Board Composition
- Advisory Board elections
- Advisory Board and Organization Bylaws

Task 4.3 Governance Support and Planning Activities

Subtask 4.3.1 Support advisory board functions necessary to carry out SE-RPO transportation planning responsibilities, consistent with adopted bylaws and DOT&PF guidance.

Deliverables/Milestones

- Meeting Minutes
 - Meeting packets
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Activity 5. Special Studies and Additional Planning Activities

As requested by DOT&PF and/or SE-RPO and subject to funding availability, SE-RPO may undertake additional planning only, special studies or activities through RWP amendments. All such activities will be reviewed for federal eligibility prior to initiation and approved by DOT&PF.

FHWA Eligibility Statement

No activities in this RWP include project delivery, maintenance, operations, aviation-only planning, economic development programming, or grant application preparation. All tasks are advisory and planning-focused in nature and are eligible for FHWA transportation planning funds, subject to DOT&PF concurrence.