

FY 2026 MPO UPWP Planning Project Application Form



Richland County Regional Planning Commission

Please limit responses to the spaces provided.
If a question is not applicable to your project, use N/A.

General Information

Project Name			
Applicant/Lead Agency			
Other Involved Agencies			
Contact Person and Title			
Address			
Phone		E-Mail	
Will consultant services be procured/required for this project? Yes or No.			
Project Priority – If submitting more than one project proposal, designate the priority of each proposal relative to the other(s) (highest priority = 1)			
Project Start Date		Project End Date	

1. Provide a concise summary statement with attaching a location map that describes the project and the primary objective(s) (5 Points)

2. Describe the demographics and location of the study area. Note any distinctive features (e.g., low-income area, high accident location, freight corridor, etc.). Identify any populations of concern (e.g., environmental justice populations, people with disabilities, elderly, schools, etc.). 5 points

3. Describe (a) the issues and trends that give rise to the need for this project; (b) efforts to date to address them; and (c) why it is important to advance the project at this time. 15 points

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4. Describe how the project will enhance transportation system resiliency, sustainability, connectivity, access, and/or mobility. 10 points

5. Does the project focus on an existing transportation safety concern? If yes, please provide supporting data. 15 points

6. Provide a step-by-step outline of the primary tasks (Scope) necessary to conduct the project, including specific outreach (e.g., public meetings, advisory groups, surveys, etc.) that will be used to reach the general public, targeted stakeholders, community organizations, underrepresented groups, and affected businesses. 10 points

7. Describe how the project links to other relevant plans, studies, or initiatives, such as a comprehensive plan, zoning, UPWP-funded study, capital improvement program, intermunicipal agreements, etc. 10 points

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8. List the project's anticipated accomplishments and final deliverables (guidelines, policies, recommendations, etc.). Explain how the completed project and its recommendations and deliverables will be implemented or carried forward to the next stage. 10 points

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9. Identify the level of support from elected officials, municipal decision makers, and community groups. If this project includes pilot studies, please identify the communities that have expressed interest in participating and provide corresponding letters of support. If the primary transportation facility that is the subject of this project's main objectives is owned or operated by another entity, please indicate the level of support from the primary transportation facility owner and/or operator. 10 points

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10. Total project cost (10a) must equal the total proposed funding (10b+10c). 10 points

10a. Total Project Cost	
10b. Total UPWP Funds Requested	
10c. Total Local Cash Match	
Source of Cash:	

Project Checklist

Did you include a map of the Study Area?	
Did you talk to the facility owner/operator and receive confirmed support?	
Did you attach any visual documentation (e.g., photos, infographics, maps, etc.) to give the reviewers context? (optional)	