APPENDIX A.
2017-2021 RCTP: YEAR 3 PROGRESS
ONLINE SURVEY FORM

MARCH 1, 2019-MARCH 31, 2020

Regionally Coordinated Transportation Planning: Statewide Metrics Data Collection & Reporting - 2019-2020

Planning Region Information

1. What is your planning region's number? *

2. Select the name of the lead agency. *

Alamo Area Council of Governments (AACOG)
Ark-Tex Council of Governments (ATCOG)
Brazos Valley Council of Governments (BVCOG)
Capital Area Metropolitan Planning Organization (CAMPO)
Central Texas Council of Governments (CTCOG)
Central Texas Rural Transit District (CTRTD)
City of Abilene
Concho Valley Transit District (CVTD)
Deep East Texas Council of Governments (DETCOG)
East Texas Council of Governments (ETCOG)
El Paso County
Golden Crescent Regional Planning Commission (GCRPC)
Heart of Texas Council of Governments (HOTCOG)
Houston-Galveston Area Council (H-GAC)
Lower Rio Grande Valley Development Council (LRGVDC)
Midland Odessa Urban Transit District
Nortex Regional Planning Commission (Nortex RPC)
North Central Texas Council of Governments (NCTCOG)
Panhandle Regional Planning Commission (PRPC)
Project Amistad
Rural Economic Assistance League, Inc. /Transportation Coordination Network of the Co
South East Texas Regional Planning Commission (SETRPC)
South Plains Association of Governments (SPAG)
South Texas Development Council (STDC)
Southwest Area Regional Transit District (SWART)
Texoma Council of Governments (TCOG)
Other

3. Please enter the name of the lead agency?

4. Enter the name and contact information for the person entering the data. *

	Name	Title	Phone number	Email
Enter your information here:				

Collaboration - Active, Formal Partnerships

5. Enter the number of active, formal partnershipsAn active, formal partnership is defined as "a current, functioning arrangement between entities in which these entities formally commit to contribute funding, staff time, expertise, facilities or other resources to meet a specific need. The commitment may be through a contract, inter-agency agreement, memorandum of understanding, or other formal agreement." in place or developed during the reporting period.

6. For each active, formal partnershipAn active, formal partnership is defined as "a current, functioning arrangement between entities in which these entities formally commit to contribute funding, staff time, expertise, facilities or other resources to meet a specific need. The commitment may be through a contract, inter-agency agreement, memorandum of understanding, or other formal agreement. please do the following:

    (a) List each partnership agreement, including the name and contact information, priority population(s)Priority populations are: individuals 65 and older, individuals with disabilities, individuals with low incomes, people seeking employment, children, and veterans, and the general public. served, and the type of agreement (such as a contract, an inter-agency agreement or memorandum of understanding, or other).

    (b) Specify the commitments A commitment is defined as an entity's or individual's obligation to contribute funding, staff time, expertise, facilities or other resources to meet a specific need. made by each partner.

If your region needs more than 5 spaces, please enter the information into an Excel spreadsheet under a tab named "Partnerships" and submit with your supporting documentation.

	Name of Partner	Contact Person	Phone number	Email	Priority Population(s) Served	Type of Agreement	Commitments
1							
2							
3							
4							
5							

Collaboration - Received Information about Planning Activities

7. Enter the number of organizationsAn organization is defined as: Any public, private or non-profit entity. or individuals that *received information*An organization can receive information in a variety of ways, such as phone calls, emails, attending meetings, etc. on how to participate in regional transportation planning activities Regional Transportation Planning Activities are defined as activities that engages organizations or individuals in identifying unmet transportation needs, service gaps or inefficiencies or planning to resolve these unmet needs, gaps or inefficiencies. in this reporting period.

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8. For each organizationAn organization is defined as: Any public, private or non-profit entity. **or** individual that *received information*An organization can receive information in a variety of ways, such as phone calls, emails, attending meetings, etc. on how to participate in regional transportation planning activities, list the name of each organization/individual that received information, description of the organization (if necessary), a contact person for the organization, priority population(s)Priority populations are: individuals 65 and older, individuals with disabilities, individuals with low incomes, people seeking employment, children, and veterans, and the general public. served, and how and when the information was received.

If information (contact name/phone/email, description of organization/individual, priority population(s) served) for a specific organization or individual was previously entered, please only enter the **name of the organization/individual in this question, and how/when information about regional planning activities was received.*

If your region needs more than 5 spaces, please enter the information into an Excel spreadsheet under a tab named "Received" and submit with your supporting documentation.

	Name of the Organization or Individual	Description of Organization	Contact Person	Phone Number	Email	Primary Priority Population Served	Secondary Priority Population(s) Served (if relevant)
1							
2							
3							
4							
5							

Collaboration - Active Participation in Regional Planning Activities

9. Enter the number of organizationsAn organization is defined as: Any public, private or non-profit entity. or individuals that *actively participated*Active participation is defined as regular, ongoing participation. Active participation does not include an entity simply having their name on a roster or other such document. in regional transportation planning activitiesRegional Transportation Planning Activities are defined as activities that engages organizations or individuals in identifying unmet transportation needs, service gaps or inefficiencies or planning to resolve these unmet needs, gaps or inefficiencies. in this reporting period.

10. For each organizationAn organization is defined as: Any public, private or non-profit entity. or individual that *actively participated*Active participation is defined as regular, ongoing participation. Active participation does not include an entity simply having their name on a roster or other such document. in regional transportation planning activities, list the name of each organization or individual, description of the organization/individual (if necessary), a contact person and their contact information, and how and when they actively participated.

***If information (contact name/phone/email, description of organization/individual, priority population(s) served) for a specific organization or individual was previously entered, please only enter the **name** of the organization/individual in this question, and how/when the organization/individual actively participated in regional planning activities was received.*

If your region needs more than 5 spaces, please enter the information into an Excel spreadsheet under a tab named "Participated" and submit with your supporting documentation.

	Name of the Organization /Individual	Description of Organization/Individual (if necessary)	Contact Person	Phone Number	Email	How did th Organization/Ind Participate
1						
2						
3						
4						
5						

Planning Phase to Implementation Phase

11. Enter the number of strategies or objectives identified in the most recent coordinated planCoordinated Plan: the public transit-human services transportation plan. that *moved from a* planning phase Planning phase: The phase during which planning occurs. This could be the planning phase for the (a) overall public transit-human services transportation plan that includes conducting needs assessments, resource inventories, gap analyses and development of goals, objectives, strategies and priorities, or (b) a particular portion of the public transit-human services transportation plan that might call for more in-depth planning or study. to an implementation phase Implementation phase: The phase following the planning phase for a strategy or priority identified in the public transit-human services transportation plan.during the reporting period, but were not yet fully achieved or completed as called for in the coordinated plan.

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12. For each strategy, goal, or objective that moved from a planning phase Planning phase: The phase during which planning occurs. This could be the planning phase for the (a) overall public transit-human services transportation plan that includes conducting needs assessments, resource inventories, gap analyses and development of goals, objectives, strategies and priorities, or (b) a particular portion of the public transit-human services transportation plan that might call for more in-depth planning or study. to an implementation phase Implementation phase: The phase following the planning phase for a strategy or priority identified in the public transit-human services transportation plan. during the reporting period, but were not yet fully achieved or completed as called for in the coordinated plan, provide the following:

- Description of the strategy or objective.
- Primary priority population(s)Priority populations are: individuals 65 and older, individuals with disabilities, individuals with low incomes, people seeking employment, children, and veterans, and the general public. impacted.
- Description of how the strategy/objective moved from the planning

to implementation phase.
- Any additional relevant information.

If your region needs more than 5 spaces, please enter the information into an Excel spreadsheet under a tab named "PL to IM" and submit with your supporting documentation.

	Description of Strategy, Goal, or Objective	Priority Population Impacted	Description of how it moved from the planning phase to the implementation phase	Notes/Additional Information (if needed)
1				
2				
3				
4				
5				

Fully Achieved Goals, Objectives, or Strategies

13. Enter the number of goals, objectives, or strategies identified in the most recent coordinated planThe public transit-human services transportation plan. that have been *fully achieved or completed*Fully achieved goals, strategies or objectives: A goal, objective or strategy identified in the public transit-human services transportation plan that has been achieved in its entirety. during the reporting period as called for in the most recent coordinated plan.

14. For each *fully achieved or completed* Fully achieved goals, strategies or objectives: A goal, objective or strategy identified in the public transit-human services transportation plan that has been achieved in its entirety. goal, objective, or strategy identified in the most recent coordinated plan The public transit-human services transportation plan. during the reporting period as called for in the most recent coordinated plan, provide the following:

- Description of the goal, objective, or strategy.
- Primary priority population(s) Priority populations are: individuals 65 and older, individuals with disabilities, individuals with low incomes, people seeking employment, children, and veterans, and the general public. impacted.
- When it was fully achieved or completed.
- The impact or result(s) of the completion.
- Any additional relevant information.

If your region needs more than 5 spaces, please enter the information into an Excel spreadsheet under a tab named "Achieved" and submit with your supporting documentation.

	Description Goal, Objective, or Strategy	Primary Priority Population Impacted	When was this Fully Achieved or Completed?	What was the impact/result?	Additional Relevant Information
1					
2					
3					
4					
5					

Newly Identified Unmet Transportation Needs, Gaps, and Inefficiencies

15. Since the previous plan update (for most regions, this is the 2012-2016 plan), unmet transportation needs, gaps and inefficiencies may have been *newly identified* An unmet transportation need, gap, or inefficiency identified during the current reporting period. and added to the most recent coordinated planThe public transit-human services transportation plan. during this reporting period.

Please enter the number of new unmet transportation needs, gaps and inefficiencies identified during this reporting period.

16. Please describe any newly identified needs/gaps/inefficiencies. Please list:

- Primary and secondary (if applicable) priority population(s)Priority populations are: individuals 65 and older, individuals with disabilities, individuals with low incomes, people seeking employment, children, and veterans, and the general public. impacted.
- Any specific corresponding steps for resolution (if applicable).
- Indicate if this newly identified need and corresponding steps for resolution have been formally included in your region's most recent plan (for most regions, this is the 2017-2022 plan).

If your region needs more than 5 spaces, please enter the information into an Excel spreadsheet under a tab named "New" and submit with your supporting documentation.

	Description of newly identified unmet need, gap, or inefficiency	Primary Priority Population Impacted	Secondary Priority Population Impacted (if applicable)	Steps for Resolution (if none, enter N/A)	Formally Added to 2017-2021 Plan
1					
2					
3					
4					
5					

Required Supporting Documentation

17. The lead agency is **required** to submit supporting documentation for the following:

- Active, formal partnerships.
- Organizations and individuals that received information for regional planning activities.
- Organizations and individuals that actively participated in regional planning activities.
- Goals, strategies, or objectives that have either moved from the planning to implementation phase.
- Goals, strategies, or objectives that have been fully achieved.
- Newly identified unmet transportation needs, gaps, or inefficiencies.

Documentation should reference priority population groups and can include agendas, sign-in sheets, pictures from events, correspondence between the lead agency and the organization, partnership agreements, correspondence between the lead agency and the partner, meeting minutes, and other documentation materials.

Supporting documentation can include relevant:

- Sign-in sheets.
- Meeting or event agendas.
- Correspondence between the lead agency and other entities.
- Pictures from meetings and events.
- Contracts and agreements.
- Informational materials that were shared.
- Other relevant materials.

Upload supporting documentation here and **name your file using the following guide:**
[Region No.]_Supporting Documentation

The reporting tool accepts up to 10 files, with a max file size of 25 MB. If the file(s) containing supporting documentation for your region is/are too large to upload here, please email directly to Jimmy Cardenas at j-cardenas@tti.tamu.edu with the subject line reading, "[Region No.]_Supporting Documentation".

Browse...

Feedback

18. Please provide any feedback about the statewide metrics, reporting tool, and reporting process.