



FISCAL YEAR 2023 - 2024

OVERALL WORK PROGRAM

TRINITY COUNTY TRANSPORTATION COMMISSION



PANOS KOKKAS
EXECUTIVE SECRETARY

ADOPTED
MAY 16, 2023

AMENDMENT 1 (FORMAL) JAN 2, 2024

California Department of Transportation

OFFICE OF COMMUNITY AND REGIONAL PLANNING
1657 RIVERSIDE DRIVE | REDDING, CA 96001
(530) 782-3152 | TTY 711
www.dot.ca.gov/dist2/



January 4, 2024

Mr. Panos Kokkas
Executive Director
Trinity County Transportation Commission
P.O. Box 2490
Weaverville, California 96093

Dear Mr. Kokkas:

Caltrans District 2 is pleased to advise you of the approval of the Trinity County Transportation Commission's FY 2023/24 Overall Work Program Amendment One. This amendment adds \$39,500.00 of Rural Planning Assistance carryover dollars from FY 2022/23 to the current Overall Work Program. Enclosed with this letter is a copy of the following signed document confirming this approval:

- FY 2023/24 Overall Work Program Agreement, Amendment One

The original documents are being forwarded to the Caltrans Office of Regional Planning in Sacramento to encumber your Rural Planning Assistance carryover funds. If you have any questions, please do not hesitate to contact me or Steve Pendergast at steve.pendergast@dot.ca.gov

Sincerely,

A handwritten signature in black ink, appearing to read 'Kathy Grah'.

KATHY GRAH, Chief
Office of Community and Regional Planning
Caltrans District 2

Enclosures

c: Steve Pendergast, Caltrans District 2
Michael Casas, Caltrans ORP



MPO/RTPA OWP Amendment Transmittal Memo

This form is required for all administrative and formal Overall Work Program (OWP) amendments. Refer to the MPO/RTPA OWP and Grant Amendment Guidelines for assistance with submitting your request.

OWP Amendment Information

OWP Amendment Information			
MPO/RTPA Name		Fiscal Year (FY)	
Amendment Type	Choose an item.	Amendment #	

OWP Amendment Checklist

Reason for an Administrative Amendment (select all that apply)

- Clarify an already approved task in the executed OWP (Examples: clarifying responsible parties or correction of errata)
- Enhance already approved activities or tasks in the executed OWP (Examples: adding outreach sessions or meetings to a Work Element activities)
- Shift funds between Work Elements as long as there is no change to scope of work or total programmed amount of CPG/RPA/SPR/SB 1 funds
- Combine already approved activities
- Changes to non-CPG/RPA/SPR/SB 1 funds that do not affect transportation planning funds, activities and products so long as the changes do not result in redirection of staff time or are not a detriment to previously approved transportation planning activities and products
- Grant amendment that includes revisions to approved tasks, Project Cost and Schedule, or project title change to use an AKA (no changes to project deliverables or total project cost)
- Other: _____

Administrative Amendment Package Required Documents

Please submit in one email	<ul style="list-style-type: none"> <input type="checkbox"/> MPO/RTPA OWP Amendment Transmittal Memo (this form) that clearly outlines the revisions to the OWP and/or OWP budget <input type="checkbox"/> All revised Work Elements and any other affected pages within the OWP <input type="checkbox"/> Revised OWP Budget Revenue Summary <input type="checkbox"/> Grant Amendment: Completed Change in Grant Agreement Terms (CAT) form, revised Scope of Work/Project Cost and Schedule, and revised SB 1 Sustainable Communities Formula List of Projects, as applicable (associated Work Element task schedule/budget table should mirror the revised grant Scope of Work/Project Cost and Schedule)
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Reason for a Formal Amendment (select all that apply)

- Increase/decrease in total CPG/RPA/SPR/SB 1 funds
- Program carry-over CPG/RPA/SPR/SB 1 funds from previous fiscal years
- Program new FHWA Strategic Partnerships, FTA § 5304/SHA Sustainable Communities Grants, SB 1 Competitive Grants and SB 1 Formula Grant Funds
- Add or delete Work Element tasks/activities
- Grant Amendment that increases/decreases total project cost
- Other: _____

Requiring Federal Approval (MPO Only)

- Significant changes to the Scope of Work of a Work Element
- 20% increase or decrease in CPG funds (cumulative or in a single change)
- Add or delete a CPG-funded Work Element

Formal Amendment Package Required Documents

- | | |
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| <p>Please submit in one email</p> | <ul style="list-style-type: none"><input type="checkbox"/> MPO/RTPA OWP Amendment Transmittal Memo (this form) that clearly outlines the revisions to the OWP and/or OWP budget<input type="checkbox"/> All revised Work Elements and any other affected pages within the OWP<input type="checkbox"/> Revised OWP Budget Revenue Summary<input type="checkbox"/> If there is an increase or decrease in the total amount of CPG/RPA/SPR/SB 1 funds, include amended and fully executed OWPA<input type="checkbox"/> Board Resolution or minutes from the board meeting approving the amendment<input type="checkbox"/> Grant Amendment: Completed CAT form, revised Scope of Work/Project Cost and Schedule, and SB 1 Sustainable Communities Formula List of Projects included as applicable (associated Work Element task schedule/budget table should mirror the revised grant Scope of Work/Project Cost and Schedule) |
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Amendment Details (attach additional sheets as needed)

Include affected Work Element number(s) and name(s), specific fund source(s), the amount of funding increase/decrease for each Work Element, and justification for the change(s)

Work Element #		Work Element Name	
Fund Source		Amount of Funding Increase/Decrease	
Justification			

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Justification			

MPO/RTPA Signature

This form is required for all OWP amendments and must be signed by the MPO/RTPA Executive Director or designated staff.

MPO/RTPA Executive Director (or Designated Staff)			
Full Name			
Signature		Date	

Estimated Costs and Funding Sources Table

23 CFR 420.111, 23 & CFR 450.305(c)

Work Element	Description	RPA	RPA Carryover	LTF	Total	Total RPA
601	GIS, ITS, & Transportation System Management	\$25,000			\$25,000	\$25,000
602	Public & Specialized Transportation	\$59,000		\$5,000	\$64,000	\$59,000
603	Multi-Modal Transportation Planning	\$7,000			\$7,000	\$7,000
604	Aviation Planning	\$5,000	\$10,200		\$15,200	\$15,200
605	Regional Transportation Planning	\$19,000	\$29,300		\$48,300	\$48,300
606	Administration & Coordination	\$28,000			\$28,000	\$28,000
607	Overall Work Program Development	\$15,000		\$5,000	\$20,000	\$15,000
6450	TDA Administration & Fiscal Management			\$25,000	\$25,000	\$0
		\$158,000	\$39,500	\$35,000	\$232,500	\$197,500