



Kelly Brennan, Long Range Planner III  
 Department of Community Development  
 Long Range Planning

Phone: 605-394-4120  
 Email: kelly.brennan@rcgov.org

**MEMORANDUM**

**TO:** Metropolitan Planning Organization Committee Members  
**FROM:** Kelly Brennan, Long Range Planner III  
**DATE:** January 3, 2024  
**RE:** **24TP001 – 2023 Unified Planning Work Program Annual Report**

Attached for your review is the 2023 Annual Report listing the accomplishments and expenditures associated with the Unified Planning Work Program activities conducted during the past year. A brief summary of the expenditures follows:

2023 UPWP Totals				Total	
DESCRIPTION	TOTAL BUDGET	FHWA	LOCAL MATCH	BUDGET EXPENDED	BUDGET REMAINING
Personnel	440,232.00	360,770.12	79,461.88	414,270.33	25,961.67
Safe/Access. Personnel	17,000.00	13,931.50	3,068.50	5,284.75	11,715.25
Professional Services	687,357.00	563,289.06	124,067.94	395,675.90	291,681.10
Safe/Access. Professional Services	12,500.00	10,243.75	2,256.25	9,907.93	2,592.07
Capital Resources	5,000.00	4,097.50	902.5	0.00	5,000.00
SDDOT	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>1,162,089.00</b>	<b>952,331.93</b>	<b>209,757.07</b>	<b>825,138.91</b>	<b>336,950.09</b>

**STAFF RECOMMENDATION: Staff recommends approval of the 2023 Unified Planning Work Program Annual Report.**