

Training Pre-approval Guidance

Pre-approved list of training/conference for RPO and MPO staff with the following qualifier:

The activities (training, conference or other meetings/events, or webinars) must be deemed necessary, appropriate, and eligible uses of transportation planning resources. The activities must be related to transportation or land use, technical skills, law, or ethics that inform the transportation planning process. The activities must be related to basic job functions and be necessary to carry out the transportation planning requirements.

- Free webinars from any organization
- American Planning Association NC (APA NC) - NC Planning Conference
- Association of Metropolitan Planning Organizations (AMPO)
- Caliper
- Carolina Thread Trail Summit – MPOs and RPOs within this geographic region. Those outside this specific region should submit a training request form.
- Carolina Urban and Regional Information Systems Association (URISA) (conference and other meetings/events related to transportation/land use/tech skills/law/ethics)
- Environmental Systems Research Institute (Esri) (conference and other meetings/events related to transportation/technical skills)
- National Association of Development Organizations (NADO) Regional Transportation Conference
- NC American Public Transportation Association (APTA)
- NC ArcGis Users Group (AUG) Conference
- NC Association of Metropolitan Planning Organizations (NCAMPO) (conference and all other meetings/events)
- NC Association of Pedestrian and Bicycle Professionals (NCAPBP)
- NC BikeWalk Summit
- NC Public Transportation Association (PTA) Conference
- NC Railroad Progress in Motion Forum
- NC Section Institute of Transportation Engineers (NCSITE) Conference
- NC Traffic Safety Conference
- NCSU Institute for Transportation Research (ITRE)
- Public Transportation Division (PTD) Annual Training Conference
- Safe Routes to School (SRTS) Conference
- Southeast Environmental Science Research Institute (ESRI) Conference
- Southeast Greenways and Trails Summit – MPOs and RPOs within this geographic region. Those outside this specific region should submit a training request form.
- Southeast Rail Conference
- Transportation Research Board (TRB) Annual Meeting
- Transportation Research Board (TRB) Tools of the Trade Transportation Planning Conference
- NHI / NTI Courses
- NC Association of Rural Planning Organizations (NCARPO)
- NCGIS Conference

A form for the following activities is required to determine eligibility because the location and relevance of content vary greatly. **One (1) form may be submitted for all RPO/MPO staff attending the activity.** Being on this list should not be seen as automatically qualifying.

- American Association of State Highway and Transportation Officials (AASHTO) (conference and all other meetings/events)
- American Planning Association (APA) National Planning Conference
- American Public Transportation Association (APTA)
- Association of Pedestrian and Bicycle Professionals (APBP)
- Free and Open Source Software for Geospatial (FOSS4G) Conference
- Institute of Transportation Engineers (ITE)
- National Association of Development Organizations (NADO) Training Conference
- National Association of Regional Councils (NARC) National Conference of Regions
- National Highway Institute (NHI) (conference and all other meetings/events)
- National Transit Institute (NTI)
- Urban and Regional Information Systems Association (URISA) Conference, TIS information and training
- TRB Committee Conferences and training i.e. TRB Access Management Committee
- WTS (Women's Transportation Seminar) national and regional conferences
- USDOT/FHWA
- Conferences on regional specific topics that pertain to areas outside your region (Example: Carolina Thread Trail Summit. The trail is not in your planning region, but you are trying to get a similar trail in your area and feel the summit will be helpful).
- Other training opportunities

Notes:

- Annual dues may not be charged to (U)PWP without approval from TPD Management. Very few organization or licensure dues can be approved. It must be shown that the membership in the organization aides in the performance of your RPO/MPO planning duties. Federal code is strict as to which membership dues can be paid. **NCDOT TPD is working with FHWA to identify any dues that can be pre-approved.**
- Please list anticipated training/conferences on the (U)PWP. TPD understands there may be changes that occur after the adoption of the (U)PWP.
- Training required by LPA should not be charged to (U)PWP except what is based on the cost sharing agreement.
- No international travel is pre-approved.

Required training form should be submitted to the appropriate TPD Unit head and the TPD Coordinator "cc'd".