



**Divisions Council
FY2014 Annual Division Performance Report
Due November 15, 2014**

Regional and Intergovernmental Planning Division

1. **Work Plan and Budgets** - The Regional and Intergovernmental Planning Division (RIPD) 2013-2014 and 2014-2015 Work Plans and Budget are attached as appendices to this report.
2. **Communications** – The following tools were used to communicate with Division members:

E-Journal on Scenario Planning Tools

The Spring 2014 Issue of the Regional and Intergovernmental Planning Division E-Journal newsletter featured seven articles on various topics pertaining to Sustainable Communities and regional planning interests:

- Legacy of the Federal Sustainable Communities Partnership by Mariia Zimmerman
- Partnership for Livable Roanoke Valley by Jake Gilmer
- Houston-Galveston Regional Plan for Sustainable Development by Joshua Owens
- Adding Up Synergy: Chittenden County ECOS Plan by Charlie Baker
- Capital Regional Sustainable Communities Initiative/Madison by Steve Steinhoff
- Local Assistance through the Regional Planning Agency – CMAP by Robert Dean
- Beyond the Usual Suspects: Online Engagement Tools by Dave Biggs

See weblink: <http://intergovernmental.homestead.com/newsletters.html>

Webinar on State Resiliency

The National Collaborative of State Planners led a webinar titled: Is Your State Resilient? - Planning for Climate Change on April 11, 2014. The webinar outlined planetary changes that are occurring in measurable ways, from rising sea levels to floods to drought. Discussion occurred on how communities can safeguard human health and the physical environment in the face of nature's response to warming temperatures. See weblink: <http://stateplannersus.wordpress.com/>

Webinar on Drought Planning

The National Collaborative of State Planners led a webinar titled: Drought Planning Toolbox: State Strategies for Mitigation and Adaptation on November 19. Drought is the fourth most common type of disaster in the U.S. and the second most costly. The webinar discussed what planners at the state, regional and national levels can do to prepare for drought.

E-News Communications

The Division published four issues of its E-News during FY 2014. Sharon Rooney produced the E-news in the first half of 2014 and Anais Schenk took over as the E-news editor for the second half of 2014.

Division Website Upgrade

During 2014, the Division under the leadership of Sharon Rooney, Communications Director and Bob Leiter began to act upon the 2013 Task Force recommendations to upgrade the Division website. The RIPD Board held several conversations and Lee Schoenecker evaluated content on other APA Division websites. The Board voted to move the Division website to the APA platform, and seek assistance from APA staff. This upgrade is included in the Division work program for FY 2015.

LinkedIn

The Division began using a LinkedIn account to communicate with existing and potential members.

3. **Annual National Planning Conference Activities** – The RIPD organized the following events at the National Planning Conference in Atlanta. See weblink: <http://intergovernmental.homestead.com/index.html>

RIPD By-Right Session on Regional Livable Communities

Dan Reuter of the Atlanta Regional Commission (ARC) and RIPD Chair moderated the Division's by-right panel, "MPO Livable Communities" at APA Atlanta. Panelists included Ken Kirkey, Planning Director for the Metropolitan Transportation Commission (MTC) of the San Francisco Bay Area; Karla Weaver, Project Director for the North Central Texas Council of Governments (NCTCOG) in the Dallas - Fort Worth Area; and, Marsha McClaughlin, Planning Director for Howard County, Maryland, representing the Baltimore Metropolitan Council. These agencies have some of the most extensive Regional Livable Communities programs in the country and have committed millions of dollars to Livable Communities initiatives. Over 150 people attended this APA conference panel session.

RIPD Post-Conference Meeting on Regional Livable Communities

Immediately following the APA National conference, the Division held a meeting of all Regional Planning/MPO agencies interested in Regional Livable Communities. Led by Dan Reuter, twelve regional planning/MPOs described their Regional Livable Communities programs or similar initiatives. Presentations were given by the following:

- * Atlanta Region Commission
- * Baltimore Metropolitan Council
- * Denver Regional Council of Governments
- * Lehigh Valley Planning Commission
- * Metropolitan Council of Minneapolis/St Paul
- * Metropolitan Transportation Commission of the San Francisco Bay Area
- * Metropolitan Washington Council of Governments
- * North Central Texas Council of Governments
- * Northwestern Indiana Regional Planning Commission
- * Puget Sound Regional Council

- * San Diego Association of Governments
- * Southern California Association of Governments

A summary report is being prepared and will be disseminated to all participants and interested agencies and individuals. The Division will be engaging in additional Regional Livable Communities activities in 2015.

Facilitated discussion for the National Collaborative of State Planners

The Regional and Intergovernmental Planning Division hosted a facilitated discussion for the National Collaborative of State Planners. The discussion was facilitated by Richard E. Hall, AICP, Secretary of the Maryland Department of Planning. Panelists include Timothy S. Chapin Associate Professor at Florida State University and Armando Carbonell, AICP, Planning Department Chair, Lincoln Institute of Land Policy.

The discussion centered on what experiences have helped state planning departments and other state agencies develop best practices in areas such as transportation, natural resources, and community revitalization. We were happy to host 35 planners for the open forum discussion. Participants shared their experiences in their home states and also shared ideas about how the National Collaborative can be most helpful to their work.

Division Business Meeting

The Regional and Intergovernmental Affairs Division Annual Meeting was held Monday, April 28 from 6:00 – 7:00 p.m. at the Marriott Atlanta Marquis room L404.

2015 National Conference Preparation

Sharon Rooney has led the Division preparation and session proposals for the 2015 National Conference.

Facilitated Discussion

Emerging Trends in Regional and State Planning

The Regional and Intergovernmental Planning Division is excited to preview a publication it is finalizing on Best Practices in Regional Planning. The Publication includes information on best practices, new innovations, and state-of-the-art techniques in regional planning. Information is provided on emerging trends in small, mid-sized, and larger urban regions across the United States. Review of two major publications in this area (Regional Planning in America and Regional Planning for a Sustainable America) is supplemented by topics proposed for our PAS report. Of particular interest are the evolving regional approaches to addressing sustainability, climate change, integrated environmental restoration, mobility and housing, and collaborative growth management, along with regional grant programs that provide resources to local governments and other stakeholders to help them implement regional policies.

Additional Proposed Session

Deep Dives, Moderated Discussion, Planning and Climate Change in the Pacific and Intermountain West

Bridging Climate Change Science and Action with Regional and Collaborative Planning in the Intermountain West - Dr. Sandra Lee Pinel, AICP; WA APA; and University of Idaho/WSU/UMtn MtnSEON Research Collaborative Network

Although regional planners have long worked to overcome the scalar mismatch of place and authorities, the impacts of climate change on shared urban and rural water and watersheds has broadened interest and experimentation in regional and collaborative planning across state, federal, tribal, local, and international boundaries. This session presents examples the limitations and opportunities for collective and collaborative action in these transitioning landscapes and debates the role of state and federal policies in framing collective action. What can the planning and related professions offer to broker climate change science and local action across cultural and political boundaries at different scales?

Joint Reception at 2015 National Conference planned with County Planning Division, Private Practice Division and Small Town/Rural Planning Division.

4. **All Other Events/Programs**

Initiative on State Planning

During FY 2014, the Division supported a new initiative called the National Collaborative of State Planners. The effort is designed to bring together practitioners, academics and advocates of state planning. The effort has become a forum to collaborate, inventory and promote state level planning best practices, provide support for the continued operation and appropriate expansion of state level planning functions and support continuing research and education targeted to this group.

See weblink: <http://stateplannersus.wordpress.com/>

Board Attendance at National Conference

Several members of the Division Board attended the National Conference, and participated together in receiving the Division Achievement Award from the Divisions Council.

Lee Shoenecker

Lee Schoenecker, former Division Chair, was awarded a Certificate of Appreciation for the various contributions he has provided and continues to provide to the Division over the many years and at the present time.

5. **Membership**

The Division membership now stands at 213. The Division has pursued a number of efforts to promote membership, including significant outreach efforts during the 2014 National Conference. As a result, the Division saw an increase in members in the most recent membership roster. More membership development activities are planned in 2015.

6. **Division Assistance Programs**

Regional Incentive Grant Program

The Division did not initiate this program during FY2014, due to a lack of interest by any regional planning agencies in taking the lead on the Mid-Atlantic Regional Planning Roundtable.

7. **Research and Publications**

Regional Best Practices PAS Report

During 2014, Bob Leiter and Rocky Piro met with APA staff who agreed to a cooperative relationship to produce the Best Practice report. APA will be publishing a Planning Advisory Service (PAS) Report on “Emerging Trends in Regional Planning” in fall 2015. The report, which will be produced by the Regional and Intergovernmental Planning Division, will provide an overview of the state of regional planning practice in the United States, and will include information on best practices, new innovations, and state-of-the-art techniques in regional planning. Information will be provided on emerging trends in small, mid-sized, and larger urban regions across the United States. Of particular interest are the evolving regional approaches to addressing sustainability, climate change, integrated environmental restoration, public health, economic development, mobility and housing and collaborative growth management, along with regional grant programs that provide resources to local governments and other stakeholders to help them implement regional policies. Bob Leiter, Sandra Pinel and Rocky Piro will be co-editors of the report.

8. **Elections**

Bob Leiter was Chair of the RIPD Board Nominating Committee, and Lee Schoenecker and Debbie Lawlor were the other members of the committee. The results of the APA Regional and Intergovernmental Planning Division Board election are as follows:

- Division Chair - Dan Reuter, AICP
- First Vice Chair - Sharon Rooney, AICP
- Vice Chair, Metropolitan
- and Regional Planning - Mariia Zimmerman, AICP
- Vice Chair, State Planning - Richard E. Hall, AICP
- Vice Chair, Federal Policy - Sandra Lee Pinel, AICP, PhD
- Division Secretary /
- Treasurer - Alex Bond, AICP

The Division Executive Committee meets on a monthly basis via teleconference and includes appointed volunteers in those meetings.

9. **Financial Report**

The RIPD met all financial expectations in 2014 and retained a positive balance in the Division’s accounts. The final RIPD Financial Report for FY 2014 is attached as an appendix.

10. **Bylaws**

The Division made no changes to its bylaws in 2014. The by-law changes were revised in early 2013.

11. **Divisions Council Meetings**

Rocky Piro, Past Board Chair and Dan Reuter attended the Leadership Meetings.

12. **APA Development Plan**

The Division is working strategically to undertake activities in 2015 which could substantially increase Division membership. This will occur through new programs and communication activities. Division’s on-going work on immigration issues in urban regions and in cross-boundary contexts clearly advances the immigration-related initiatives of the Divisions Council and APA. Additionally, our focus on providing resources to improve inter-agency

and inter-jurisdictional cooperation touches on most of the complex planning issues which are at the forefront of APA's current efforts and initiatives, including "suburbanization of poverty," "housing for changing demographics," and "smart energy" practices and programs.

13. **Division Challenges**

There is continued uncertainty regarding future federal and state planning requirements for regional planning agencies, as well as questions regarding the selection of effective tools and techniques to conduct this type of planning.

14. **Shout it from the Mountains**

The RIPD provided a letter in support for APA's proposal to FHWA under the Advancing Transportation Planning Through Innovation and Research program entitled "Multimodal Planning at the Megaregional Scale."

Appendixes:

- a. FY 2014 Work Plan with Approved Budget
- b. FY 2015 Work Plan with Proposed Budget
- c. FY 2014 Financial Report



Appendix B
Regional and Intergovernmental Planning Division
FY2014 Work Plan

Policy/Goal	Tasks	Actions	Parties Responsible	Budget
Communications to members	1. Publish electronic newsletter (<i>E-Journal</i>) at least once a year	a. Ongoing solicitation of submittals; agreement of themes for specific issues b. Newsletter published and distributed at least a year	Newsletter editor; communications officer, Division chair & board	\$575
	2. Publish an e-blast news brief for members (<i>E-News</i>) on a regular basis	a. Ongoing solicitation of information, articles & write-ups b. Regular transmittal (6-9 times annually)	Communications officer; Division chair & board	
	3. Maintain Division website	a. Post division-related communications & information on website b. Post division sponsored presentations on website c. Update website and move to new platform d. Budget for webhosting (\$100)	Web Master; communications officer	
	4. Board Communication	a. Monthly conference calls of the full board b. Other communication coordinated as need, such as board subcommittees working on specific tasks c. Budget for conference call service (\$475)	Division chair	
Conference Sessions	1. One by-right session at national conference	a. Conference committee (typically chaired by Division vice-chair) identifies session topic(s) b. Session proposals are solicited c. Recommendation(s) proposed by conference committee are presented to Division board for final decision d. Conference committee works with session speakers to provide information to National Conference organizers e. Conference committee works with session speakers to prepare presentations and provide electronic materials and/or handouts for use at the national conference	Division vice-chair (or another designated member of the Division board); Division board	\$0

Policy/Goal	Tasks	Actions	Parties Responsible	Budget
	2. Facilitated Discussion at National Conference	a. Conference committee (typically chaired by Division vice-chair) identifies discussion topic b. Committee identifies Discussion facilitator(s) and gets confirmation of their attendance at the national conference c. Conference committee works with facilitator(s) to provide information to National Conference organizers e. Conference committee works with facilitator(s) to prepare presentations and provide electronic and/or printed materials for use at the national conference	Division vice-chair (or another designated member of the Division board); Division board	
Division meeting	Strive for high attendance at annual meeting (at National Conference)	a. Develop agenda and program for annual meeting b. Advertise meeting through various communication avenues, including newsletter, e-blast, direct email invitation to members by Division chair	Division chair & board, communications officer, newsletter editor	\$750
Outreach & Division Activities	Regional Planning Incentive Grants	Launch new program to promote regional planning by providing grants for educational activities (e.g., roundtables, webinars, etc.)	Division chair & board	\$1,000
	State Planners Initiative	Launch new program to promote membership in RIPD by planners working for state planning agencies	Vice-chair, State Planning	\$1,000
	Fee-based Webinars	Proposed – fee-based webinar series on cross-border regional planning to be held in conjunction with Latinos and Planning Division); this activity is expected to yield at least \$500 in revenue to each division	Immediate past chair; Division chair & board	\$745
	Free Webinars	Division to sponsor at least one webinar that is free to Division members and potential members; budgeted amount is for Ohio State Consortium webcasting service	Immediate Past Chair	\$150
	Cooperation and interaction with other organizations & groups advancing regional planning	a. Maintain communication and exchanges with Regional Studies Association b. Ongoing coordination and information sharing with other regional planning groups, including AMPO & NARC	Division chair & board	\$0
Membership	Continue to pursue plan to retain and expand membership	a. Work with membership survey results b. Prepare membership plan c. Communicate with existing membership via various media d. Identify & recruit prospective members	Membership officer; Division chair & board (including membership subcommittee)	\$0

Policy/Goal	Tasks	Actions	Parties Responsible	Budget
Leadership meetings	1. Attend spring & fall leadership meetings	a. Division Chair (or proxy) attends spring & fall leadership meetings b. Chair reports on outcomes to Division board and members	Division chair (or proxy)	\$1000
	2. Continue to encourage entire Division board to attend national conference	Division chair promotes national conference participation	Division chair & board	
Regional Best Practices Project	Develop a resource of best practices and examples of regional planning	a. Revisit and refine existing scope of work (including content & schedule – as well as editorial team members) b. Solicit materials from contributors (those already identified and new contributors) c. Identify format for publication and identify appropriate support for publication (PAS report or otherwise) d. Prepare draft for review and comment e. Finalize for publication & distribution (including presence on Division website)	Division board	\$1500
Regional Livability Program Coordination	1. Survey of MPO's Having Regional Livable Communities Program 2. Feasibility of Repeat of 2010 Peer Review			\$1500



Appendix B
Regional and Intergovernmental Planning Division
FY2015 Work Plan

Policy/Goal	Tasks	Actions	Parties Responsible	Budget
1. Communications to members	A. Publish electronic newsletter (<i>E-Journal</i>) at least twice per year	a. Ongoing solicitation of submittals; agreement of themes for specific issues b. Newsletter published and distributed at least twice a year	Newsletter editor; communications officer, Division chair & board	\$575
	B. Publish an e-blast news brief for members (<i>E-News</i>) on a regular basis	a. Ongoing solicitation of information, articles & write-ups b. Regular transmittal (6-8 times annually)	Communications officer; Division chair & board	
	C. Upgrade Division website and transition to APA	a. Post division-related communications & information on website b. Post division sponsored presentations on website c. Transition website to APA platform d. Budget for webhosting (\$100)	Web Master; communications officer	
	D. Establish and maintain Social Media links	a. Upgrade and maintain Division LinkedIn site b. Pursue other possible Social Media links	Membership officer	
	D. Board Communication	a. Monthly conference calls of the full board b. Other communication coordinated as need, such as board subcommittees working on specific tasks c. Budget for conference call service (\$475)	Division chair	
2. Conference Sessions	A. One by-right session at national conference Propose a second session on intergovernmental planning – featuring tribal, federal, local regional collaboratives	a. Conference committee (typically chaired by Division vice-chair) identifies session topic(s) b. Session proposals are solicited c. Recommendation(s) proposed by conference committee are presented to Division board for final decision d. Conference committee works with session speakers to provide information to National Conference organizers e. Conference committee works with session speakers to prepare presentations and provide electronic materials and/or handouts for use at the national conference	Division vice-chair (or another designated member of the Division board); Division board members	\$0

Policy/Goal	Tasks	Actions	Parties Responsible	Budget
	B. Facilitated Discussion at National Conference and or AICP sessions	a. Conference committee (typically chaired by Division vice-chair) identifies discussion topic b. Committee identifies Discussion facilitator(s) and gets confirmation of their attendance at the national conference c. Conference committee works with facilitator(s) to provide information to National Conference organizers e. Conference committee works with facilitator(s) to prepare presentations and provide electronic and/or printed materials for use at the national conference	Division vice-chair (or another designated member of the Division board); Division board	
3. Division meeting	A. Strive for high attendance at annual meeting (at National Conference)	a. Develop agenda and program for annual meeting b. Advertise meeting through various communication avenues, including newsletter, e-blast, direct email invitation to members by Division chair, Division website	Division chair & board, communications officer, newsletter editor	\$750
4. Outreach & Division Activities	A. Regional Planning Support	Provide funds as needed to promote regional planning education by providing webinars, roundtables, small grants, etc.	Division chair & board	\$1,000
	B. State Planners Collaborative	Support ongoing program to promote RIPD by planners working for state planning agencies	Vice-chair, State Planning	\$1,000
	D. Free Webinars on issues of shared intergovernmental interest such as water and climate change	Division to sponsor at least one webinar that is free to Division members; budgeted amount is for Ohio State Consortium webcasting service	Communications officer	\$150
	E. Cooperation and interaction with other organizations & groups advancing regional planning	a. Ongoing coordination and information sharing with other regional planning groups, including AMPO & NARC in order to develop national priorities for supporting regional planning	Division chair & board Vice Chair national policy Zimmerman and Pinel	\$750
5. Membership	A. Continue to pursue plan to retain and expand membership	a. Work with membership survey results b. Prepare membership plan c. Communicate with existing membership via various media d. Identify & recruit prospective members e. Improve website for interactive ability on relevant issues and to link to related sites	Membership officer; Division chair & board (including membership subcommittee)	\$0
6. Leadership meetings	A. Attend spring & fall leadership meetings	a. Division Chair (or proxy) attends spring & fall leadership meetings b. Chair reports on outcomes to Division board and members	Division chair (or proxy)	\$1000

Policy/Goal	Tasks	Actions	Parties Responsible	Budget
	B. Continue to encourage entire Division board to attend national conference	Division chair promotes national conference participation	Division chair & board	
7. Regional Planning Best Practices Project	A. Produce APA Planning Advisory Service Report on "Emerging Trends in Regional Planning"	c. a, Prepare initial draft for review and comment by March 2015 b. Develop marketing plan in collaboration with APA Research office (April 2015) e. Finalize for publication & distribution September 2015	Immediate Past Chair and Communications officer, Vice-chair Pinel	\$1500
8. Regional Livability Program Coordination	A. Continue coordination of MPO's having Regional Livable Communities Programs	a. Possibly hold a working session before or after the 2015 APA National Conference in Seattle, complete a survey of MPO's having regional livable communities, follow development of current federal transportation legislation concerning Regional Livable Communities considerations, determine desirability and feasibility of a repeat of the 2010 Peer Review Study, and develop outline and write livability communities section Division best practices study	Lee Schoenecker, Mariia Zimmerman	\$1500