

Rural Transportation Planning Work Program

July 1, 2023 – June 30, 2024



Fiscal Year 2024

Purpose and Objective

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 505 (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY-2024 each planning district commission / regional commission that has rural area will receive \$58,000 from VDOT's Rural Transportation Planning Assistance Program. The corresponding planning district commission / regional commission will provide a local match of \$14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds. The arrangement of all such funds involves the development of a scope of work, approval and other coordination in the Transportation & Mobility Planning Division's (TMPD) administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning-related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 505, State Planning and Research.

FY 2024 - Program Administration (\$8,000.00)

Background and Objective: The purpose of this work element is to provide oversight of regional transportation planning and programming efforts and facilitate regional participation and consensus building on transportation related issues through a continuing, comprehensive, and coordinated planning process. This includes program management and administrative responsibilities.

In general, Program Administration activities include but are not limited to:

- Completion and submission of necessary agreements and contracts, invoices, progress reports, correspondence, and grant applications in support of the work program.
- Conduct and attend meetings, training, and conferences.
- Preparing Urban or Rural Transportation Planning Work Program, scope of work, manage program funds, provide outreach and data, and
- Maintaining Title VI and Americans with Disabilities Act (ADA) compliance, and ensuring environmental justice, nondiscrimination, and equity, including consultation with appropriate groups, committees, and community representatives through the application of the approved Title VI and Public Involvement Plan.

1. Program Administration - \$8,000.00

Prepare quarterly reports, an annual report, invoices, and other bookkeeping tasks; solicit input for proposed work; prepare FY2025 Work Program documents; secure approvals for all appropriate agencies/committees as necessary; attend administrative meetings/trainings as needed.

Continue to administer the SPDC’s Title VI program while participating in meetings with VDOT staff regarding Title VI and Environmental Justice compliance.

Assure any projects completed include FHWA’s 2021 Planning Emphasis Areas dated December 30, 2021.

Participate in VTrans webinars and Smart Scale Regional Meetings.

Participate in the Fall Transportation Meeting for the Lynchburg and Richmond District and provide a display to serve as outreach for the region’s citizens. (virtual or in-person)

SPR Funds (80%)	\$6,400.00
PDC Funds (20%)	\$1,600.00
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Total Budgeted Expenditure for Program Administration	\$8,000.00

FY 2024 - Program Activities (\$64,500.00)

Background and Objective: Address regionalized transportation issues that are identified by the Transportation Technical Advisory Committee and the Planning District Commission. Individual projects and work elements are described below:

1. Grant Preparation - \$14,000.00

Prepare or provide technical assistance with Transportation Alternative, Smart Scale, Revenue Sharing, Growth and Accessibility Planning (GAP-TA) and other transportation related grant applications if requested by the fifteen localities within the Southside Planning District.

2. Regional Bicycle, Pedestrian, and Trails Planning - \$14,000.00

Continue planning efforts in support of the development of the Tobacco Heritage Trail, Beaches to Bluegrass Trail, East Coast Greenway, and other local trails.

Collect GPS data on the completed segments of the Tobacco Heritage Trail, as applicable.

Maintain trail counters and aggregate count data for the Tobacco Heritage Trail.

3. 2050 Rural Long-Range Transportation Plan - \$24,500.00

Complete the SPDC's 2050 Rural Long-Range Transportation Plan. This goal driven plan evaluates the transportation network and includes recommendations to address current and future needs with a planning horizon year of 2050.

4. Other Technical Assistance and Participation - \$12,000.00

Participate in any other additional outreach meeting that may arise and provide/review data as requested by VDOT throughout the fiscal year.

Participate with the MPOs and VDOT on meeting performance measure goals.

Assist in the development of project pipeline studies (recommendation development, public involvement).

Provide technical assistance, support, and/or data for transportation related planning activities to local jurisdictions, public officials, and the community as needed.

Keep the SPDC website (www.southsidepdc.org) updated and current regarding transportation studies, plans, meetings, and other pertinent transportation related information.

Provide support and assistance with the Tobacco Heritage Trail website, maps, and social media as necessary.

Park & Ride Lot Use Counts and Conditions Assessment – Conduct manual usage counts and conditions assessment at the Nathalie P&R lot using TMPD’s P&R manual count methodology. VDOT will prioritize lot count locations, provide data collection form, and basic count training as necessary.

SPR Funds (80%)	\$51,600.00
PDC Funds (20%)	\$12,900.00
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Total Budgeted Expenditure for Program Activities	\$64,500.00

<u>FY-2024 Budget Summary Tasks</u>	VDOT (SPR) 80%	PDC (Match) 20%	Total 100%
<u>Program Administration</u>			
1. Program management and administrative responsibilities.	\$6,400.00	\$1,600.00	\$8,000.00
Total Budgeted Expenditure for Program Administration	\$6,400.00	\$1,600.00	\$8,000.00
<u>Program Activities</u>			
1. Grant Preparation.	\$11,200.00	\$2,800.00	\$14,000.00
2. Regional Bicycle, Pedestrian, and Trails Planning.	\$11,200.00	\$2,800.00	\$14,000.00
3. 2050 Rural Long-Range Transportation Plan.	\$19,600.00	\$4,900.00	\$24,500.00
4. Other Technical Assistance and Participation.	\$9,600.00	\$2,400.00	\$12,000.00
Total Budgeted Expenditure for Program Activities	\$51,600.00	\$12,900.00	\$64,500.00
Total Budgeted Expenditure for Program Administration and Program Activities	\$58,000.00	\$14,500.00	\$72,500.00

