

Southside Planning District Commission

FY-2017 Rural Transportation Planning Work Program

July 01, 2016 – June 30, 2017

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. 307(c) (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-2017 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. 307 (c), State Planning and Research.

FY 2017 - Program Administration (\$6,000.00)

Background and Objective: The purpose of this work element is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process.

1. Administration and Work Program Development - \$6,000.00

Prepare quarterly reports, invoices and other bookkeeping tasks; solicit input for proposed work; prepare FY-2018 Work Program documents; secure approvals from all appropriate agencies/committees as necessary; attend workshops and advisory meetings as necessary.

SPR Funds (80%)	\$4,800.00
PDC Funds (20%)	\$1,200.00
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Total Budgeted Expenditure for Program Administration	\$6,000.00

FY 2017 - Program Activities (\$66,500.00)

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 - \$19,000.00

- Prepare and assist with Enhancement Grant, HB2 and other transportation related grant applications, and revenue sharing and urban monies applications, if requested by fifteen localities within PD13.

2. Rural Long Range Transportation Plan - \$9,500.00

- Begin update process of current SPDC 2035 Rural Long Range Transportation Plan (RLRTP)
- Prioritize recommendations from the 2035 RLRTP into two categories: 1) by jurisdiction and 2) by region. These lists will be provided to VDOT staff (District Planning and Investment Manager) to be used in consideration in developing the draft Six Year Improvement Plan. Develop prioritization-scoring system with Rural Transportation Committee (an FY16 activity to be completed).
- Identify possible strategies, funding, development opportunities, etc., for implementing the top 3 recommendations in each of the two categories 1) by jurisdiction and 2) by region.

3. Local and Regional Bicycle and Pedestrian Planning - \$14,700.00

- Compile a list of local and regional bicycle and pedestrian recommendations, and list the source of each of the recommendations that can be used toward updates of the existing local bike plans in PD13 (Halifax County Bike, Pedestrian and Trails Plan – 2004 & The Lake Country Bicycle, Pedestrian and Trails Plan – 2007) These efforts will allow the two existing Plans to be combined into a Regional Bicycle, Pedestrian and Trails Plan.
- Continue Planning efforts to support the Tobacco Heritage Trail development as needed; and, with an emphasis on trail or bike facilities and connections to and through PDC towns. Assist with coordination of signage installation with VDOT and localities.

4. Local Ride Along Day - \$3,300.00

- Coordinate and host, in each member jurisdiction, a day to ride and inventory major roads. The purpose is to discuss problems and potential solutions – (VDOT to provide transportation). Participants on the ride should include: 1) the VDOT District Planning Manager 2) VDOT Residency Administrator (if appropriate) 3) County Administrator/Planner & Town Manager/Public Works Director 4) PDC Transportation Planner. These field trips will help build working relationships and provide an opportunity to gain local/state perspective on transportation problems.

5. HB2, VTRANS & Other Technical Assistance - \$20,000.00

- Complete any unfinished tasks from FY-16 Rural Work Program
- Continue to compile all available current and future land use GIS layers / attribute data from local comprehensive plans within the Planning District Commission boundaries. Please use the GIS tool to be provided by VDOT-TMPD to geo-reference local transportation plan recommendations. VDOT-TMPD will provide technical assistance on an as needed basis in accomplishing this task. Information gathered will be used to update existing land use data within the Statewide Planning System and will be used to augment data for the Statewide Travel Demand Model that is currently under development. For localities that do not have GIS layers / attribute data for the current and future land use plans, develop a schedule and identify resources needed that would allow this data to be captured via GIS. VDOT-TMPD will provide detail instructions and templates to be used to provide consistency across the state.
- Providing support during locality Comprehensive Plan updates regarding local Transportation Plan implementation, as well as Urban Development Area language and updates.
- Participate in VTRANS webinars regarding Needs Consolidation/Recommendations and HB2 Regional Meetings
- Assist localities in this transition period with the HB2 process and former Six Year Improvement Plan Process, by sending out HB2 updates, hosting District informational meetings when necessary, and assisting localities with the HB2 application process.
- Participate in Fall Transportation Meetings; provide display to serve as outreach to region's citizens.
- Participate with VDOT Staff – Title IV and Environmental Justice Compliance
- As needed, provide assistance in transportation related planning activities to local government, public officials, and the community.
- Participate in any additional outreach meetings that may arise and provide / review data as requested by VDOT throughout the fiscal year.
- Products to include:
 - Update of PDC website
 - Update of Tobacco Heritage Trail website, maps and social media page(s)
 - Utilizing GIS & GPS, maps/data or technical assistance to be provided as needed by localities for transportation, bike and pedestrian related projects.

SPR Funds (80%)	\$53,200.00
PDC Funds (20%)	\$13,300.00
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Total Budgeted Expenditure for Program Activities	\$66,500.00

FY-2017 Budget Summary

Tasks	VDOT (SPR) 80%	PDC (Match) 20%	Total 100%
<u>Program Administration</u>			
1. Prepare quarterly reports, invoices and other bookkeeping tasks; solicit input for proposed work	\$1,200.00	\$300.00	\$1,500.00
2. Prepare FY 2018 Work Program Documents	\$1,200.00	\$300.00	\$1,500.00
3. Secure approvals from all appropriate agencies/committees, as necessary	\$1,200.00	\$300.00	\$1,500.00
4. Attend workshops, advisory meetings as needed	\$1,200.00	\$300.00	\$1,500.00
Total Budgeted Expenditure for Program Administration	\$4,800.0	\$1,200.00	\$6,000.00
<u>Program Activities</u>			
1. Grant Preparation	\$15,200.00	\$3,800.00	\$19,000.00
2. Regional Rural Long Range Transportation Plan	\$7,600.00	\$1,900.00	\$9,500.00
3. Regional Bicycle, Pedestrian & Trails Planning	\$11,760.00	\$2,940.00	\$14,700.00
4. Local Ride Along Day	\$2,640.00	\$660.00	\$3,300.00
5. HB2, VTRANS, & Other Technical Assistance	\$16,000.00	\$4,000.00	\$20,000.00
Total Budgeted Expenditure for Program Activities	\$53,200.00	\$13,300.00	\$66,500.00
Total Budgeted Expenditure for Program Administration and Program Activities	\$58,000.00	\$14,500.00	\$72,500.00



RESOLUTION

WHEREAS, the Southside Planning District Commission is eligible to receive State Planning and Research (SPR) funds through the Virginia Department of Transportation (VDOT) Rural Transportation Planning Assistance Program; and

WHEREAS, the Southside Planning District Commission has designed a scope of work that addresses the needs of VDOT, Planning District 13 and its localities; and

WHEREAS, the Southside Planning District Commission has reviewed the Transportation Planning Work Program and concurs with the proposed FY17 work elements.

NOW THEREFORE BE IT RESOLVED that the Southside Planning District Commission approves the FY17 Work Program for Rural Transportation Planning.

4-28-16
Adopted

Bernard L. Jones, Sr.
Chairman