

FY22 Work Program

Agency-wide

- **Strategic Plan:** Continue to implement the recommendations of the Strategic Plan adopted on September 6, 2018 to equally serve all members, towns and key regional stakeholder; serve as the convener of regional topics; and identify and address key regional issues.
- **Communications:** Implement and execute recently-developed agency communications plan to increase awareness of and engagement with public and TJPDC programs, meetings and events.
- **Changes to Organizational Leadership and Operations:** Leadership Team to continue to address high level administrative functions with recent change in agency executive director. Continue to monitor and implement internal policies necessitated by COVID-19, especially regarding technology and telework. Continually monitor the manner in which external services are delivered.
- **Cigarette Tax Administration:** Work with member and other localities in the broader region to establish, implement and administer a regional entity for the administration of local cigarette tax ordinances.
- **Equity:** Continue to pursue opportunities to better integrate considerations for equity into the program planning processes and project selection.
- **Charlottesville Area Alliance (CAA):** Continue participation in the CAA to make the region age-friendly.
- **Quality of Life Dashboard:** Explore with key stakeholders potential funding options for a biennial Quality of Life Dashboard for the region.

Transportation

MPO

The Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) will continue to be a forum for conducting continuing, comprehensive, and coordinated (3-C) transportation decision-making among the City of Charlottesville, Albemarle County, UVA, Jaunt, CAT, DRPT and VDOT officials.

Administration

- Produce reports and other materials in compliance with federal and state regulations including the Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), transportation system performance measures, and monthly progress reports and other funding agreements. TJPDC staff will provide for the use of legal counsel and audit services for administering federal and state contracts.
- Staff committees of the CA-MPO (to include its Policy Board, Technical Committee, Citizens Transportation Advisory Committee); the Regional Transit Partnership (RTP), and additional committees as directed by the MPO Policy Board. Issue public notices and mailings and maintain the CA-MPO Website and social media.
- Gather and share information with DRPT, VDOT and local partners. Continue to review and update data and provide maps and reports to planning partners.

Contribute articles to TJPDC's Quarterly Report. Participate in seminars, meetings, trainings, and workshops related to MPO activities, as necessary. Assist local, regional and State efforts with special studies, projects and programs.

- Foster cross-jurisdictional communication among the member governments, the Rural Transportation Program and other MPOs in the state. Conduct ongoing intergovernmental discussions, coordinate transportation projects, and organize informational meetings and training sessions. Hold the annual joint-MPO Policy Board meeting (in person, if allowable) with the Staunton-Augusta-Waynesboro MPO. Participate in activities of VAMPO and AMPO.
- Conduct public engagement virtually, including with local media and through the CA-MPO website. Staff also will participate in and act upon training opportunities for improving outreach to underserved communities.
- Enhance content updates to the CA-MPO website and develop additional features. Formalize online training resources associated with the LRTP update and other processes.
- Follow outcomes from the 2020 Census and prepare for discussions regarding any adjustments to the CA-MPO boundaries.

Long-Range Planning

- Conduct a Route 29 North Corridor Study: Develop transportation recommendations that complement existing land use designations and guide future funding requests in the study area (Airport Road to Route 33).
- Assist with VTRANS Update: Ongoing assistance with local stakeholders and the VTRANS team to ensure all appropriate regional needs are included in the VTRANS Update
- Equity: Continue to pursue opportunities to better integrate considerations for equity into the transportation planning processes and project selection.
- Long Range Transportation Plan: Consider and discuss various factors, including the need for and extent of any additional technical support, that must be considered as the CA-MPO prepares for the five-year update of the 20-year Long Range Transportation Plan in FY23.
- Strategic Plan: Update the CA-MPO strategic plan with a goal of continuing to provide clear direction and effectiveness in carrying out the priorities of the MPO stakeholders.
- Climate Action Initiatives: Research best practices and develop strategies to integrate climate action impacts into transportation planning and project prioritization processes.
- Regional Transit Planning: In support of the Regional Transit Partnership (RTP), complete necessary evaluations of existing and proposed transit services in the region.
- Rail Planning: MPO staff will continue to coordinate opportunities for public-private partnerships for long-term rail use at the Charlottesville Amtrak Station site.

Short-Range Planning

- Transportation Improvement Program (TIP): Process TIP amendments and adjustments. Monitor the TIP as necessary, ensuring compliance with federal planning regulations.

- SMART SCALE: MPO staff will work with VDOT, DRPT, City and County staff to evaluate regional priority projects and develop/submit applications for Round 5 of SMART SCALE.
- Performance Measures: Report on federal transportation planning requirements and the MPO role in meeting performance targets.
- Supporting Alternative Modes of Transportation:
 - Travel Demand Management (TDM): Continue efforts, in conjunction with RideShare, to address telework, and work to integrate TDM into all MPO recommendations and projects.
 - Regional Transit Partnership (RTP): Staff Regional Transit Partnership meetings. Address immediate transit coordination needs. Improve communication between transit providers, localities and stakeholders. Continue to explore shared facilities and operations for transit providers, begin to reassess the need for a Regional Transit Authority, and continue to participate in transit planning within the region.
- Transit Plans: Provide technical support and staffing to ensure the successful completion of DRPT grants for the Albemarle Expansion Feasibility Study and the Regional Transit Visioning Plan.
- On-Call Services: MPO, VDOT, and local staff will be available to conduct transportation studies and planning efforts as requested by our planning partners.

RURAL TRANSPORTATION

The Rural Transportation Planning Program is a forum for cooperative transportation planning and education serving the rural (non-metropolitan) portion of the region. This rural program is coordinated with the Charlottesville-Albemarle Metropolitan Planning Organization (MPO) to ensure continuity between urban and rural transportation programs.

Administration

- Produce quarterly reports and other materials in compliance with federal and state regulations.
- Staff committees for the Rural Transportation program, conduct public participation activities, and coordinate with the Charlottesville-Albemarle MPO.
- Share transportation-related information with state agencies, local officials and the general public, through the Rural Program website, TJPDC publications, outreach meetings, and intergovernmental discussion and coordination.
- Conduct intergovernmental discussion and coordination of transportation projects and developments.
- Support rural localities with facilitation and engagement, by providing technical assistance, and by addressing policy questions or concerns.

Regional Planning and Local Technical Assistance

- Assist Rural Localities in Local Planning Efforts: Provide technical planning assistance and staff support to localities on transportation related activities. Undertake community planning projects and provide technical assistance as requested by local governments and as resources allow.
- Prepare Grant Applications for SMART SCALE: TJPDC will support rural localities with SMART Scale applications, providing assistance, data and mapping services to applicant jurisdictions as requested.

- Strategic Plan: Prepare a Rural Work Program Strategic Plan to provide a framework for developing future work programs and more efficiently utilizing rural transportation program resources.
- 29 North Corridor Study: In conjunction with the MPO, coordinate examination of safety and congestion along the unimproved sections of the corridor.
- Support Travel Demand Management Strategies and Rural Transit Development: The Rural Transportation Program will work to improve rural transit service in the region. It will support the development of studies and plans that will promote access to safe infrastructure for rural users.
- Support Local and State requests for assistance:
 - Provide support and technical assistance with plan reviews, rural transportation and corridor studies, strategic planning efforts, bikeway plans and studies
 - Develop and provide GIS information, as requested
 - Provide assistance to local and state partners, as requested

RIDESHARE

Promote Telework

- Promote telework services from Telework!VA: Partner with Chamber of Commerce and Economic Development organizations to promote free telework services and be a regional resource.
- Continue to increase commuter registrations with rewards earned for telecommuting through AgileMile database.
- Continue to partner with C3 as a resource and steering committee member for the Better Business Challenge as transportation member.
- Continue partnerships with UVA and regional transit providers.

Promote Transit Services

- Partner and promote Afton Express service.
- Develop regional market research and implementation plan for all commuter services.
- Promote all DRPT commute activities, including Try Transit Week and Telework!VA.

REGIONAL TRANSIT PARTNERSHIP

Administration

- Staff the Regional Transit Partnership committee and any subcommittees as directed by the RTP, including developing agendas, holding agenda-setting meetings, maintaining the committee webpage, identifying and scheduling speakers, etc. Gather and share information with transit operators, DRPT, VDOT, and local partners. Contribute articles to TJPDC's Quarterly Report.

Technical and Program Support

- Provide staff support for the Regional Transit Vision Plan grant that was awarded by DRPT insuring the RTP receives regularly project updates and is engaged in providing feedback and guidance.
- Facilitate the identification of future grant funding opportunities and provide technical support to prepare and submit those applications.

- Organize and schedule three virtual workshops with peer cities for the RTP to learn about the types of challenges transit operations in similar cities faced and how they were able to successfully overcome these challenges.
- Develop a comprehensive assessment of driver compensation and appreciation packages offered by all of the local agencies employing drivers with a goal of providing more comprehensive information to potential hires at the beginning of the hiring process and reducing turnover.

Planning, Environment and Economic Development

LOCAL ASSISTANCE

- Complete Phase II of the Rivanna River Corridor Plan.
- Assist with the Town of Scottsville Comprehensive Plan.
- Continue to assist the Town of Stanardsville with project management for completion of design and construction of Phase II of the Streetscape Project.
- Continue work on developing a small area plan for the Zion Crossroads area of Fluvanna and Louisa Counties, in combination with the transportation corridor plan carried out as part of the Rural Transportation Program.
- Assist Nelson County with Lovingston CDBG planning grant.
- Provide other assistance as requested.

ENVIRONMENTAL PROGRAM

- Continue Watershed Implementation Planning Assistance Program work with DEQ, and working with local and regional officials and staff to provide input and recommendations for meeting state performance measures of the program.
- Manage Rivanna River Basin Commission (RRBC) activities.
- Complete the 5-year plan update for the Thomas Jefferson Solid Waste Planning Unit.
- Submit the annual Recycling Report to DEQ by April 30. Monitor the implementation of the recommendations of the Solid Waste Management Plan.
- Continue work on the five-year update to the Regional Hazard Mitigation Plan, to include virtual public outreach opportunities and a public survey, identifying and analyzing hazard risks, and developing mitigation strategies.
- Continue to facilitate Solid Waste/Recycling stakeholder meetings on a quarterly basis.

ECONOMIC DEVELOPMENT

- GO Virginia and CVPED: Assist the GO Virginia region and the Central Virginia Partnership for Economic Development (CVPED) with administration and procedures.
- Broadband: Through the Regional Broadband Partnership, provide a forum for discussion of broadband service strategies in the region. Continue to assist Central Virginia Electric Cooperative, Rappahannock Electric Cooperative and Dominion Energy on their long-term plans to expand broadband across Central Virginia.

Housing & Human Services

REGIONAL EFFORTS

- Through the Regional Housing Partnership (RHP), continue implementation of the affordable housing locator tool; continue to host a virtual housing educational series; and continue to identify opportunities to engage in housing legislation, to include development of a legislative platform on affordable housing related issues.
- Through the Regional Housing Partnership (RHP), develop a Regional Housing Plan with recommended housing strategies for each locality and the region as a whole. Deliver a draft housing plan to each locality that can be shared with other localities, regions, and the State for the development of a Housing Chapter for a Comprehensive Plan.
- Develop performance measurements for housing to incorporate into a regional indicators of quality-of-life dashboard.

THOMAS JEFFERSON HOME CONSORTIUM

Administrative and Financial Management

- Process data for project set-ups, project revisions, payment requests and complete reports in HUD's Integrated Disbursement and Information System (IDIS).
- Maintain internal system to track HOME allocations, expenditures, and balances.
- Develop Consolidated Annual Performance and Evaluation Report (CAPER) for the program year ending the previous June 30.
- Monitor the financial systems, records, and program activities of sub-recipients to ensure compliance with HUD regulations.
- Prepare appropriate documents for independent auditors and for HUD.

Planning, Outreach and Coordination

- Prepare an Annual Action Plan for FY23 to guide the work for the coming year, drawing on the work of the Regional Housing Partnership (RHP).

HOUSING PRESERVATION GRANT

- Work with sub-recipients to carry out home-owner repair and rehabilitation projects in the four rural counties and rural portions of Albemarle County.
- Submit application materials for FFY22 federal funding.

Legislative Services

- Advocate for legislation and budget initiatives requested by member localities for introduction in the General Assembly. Monitor state legislative activities, including legislative studies, affecting local governments on an on-going basis. Conduct any related/required analysis of legislative topics.
- Provide reports and information on relevant legislative happenings to localities and the region's legislators on an on-going basis. Legislative updates are provided through a monthly Legislative Update throughout the year, and more frequently during the legislative session on specific topics and to targeted audiences.
- Prepare, with input from the localities, the regional legislative program for each upcoming General Assembly session.

- Prepare a final summary of General Assembly actions.
- Provide staff support for the Mayor and Chairs quarterly meetings, the Regional Broadband Partnership, and regional cigarette tax administration efforts.
- The Director of Legislative Services also serves as the Executive Director of the Virginia Association of Planning District Commissions (VAPDC).