Thomas Jefferson Planning District Commission

FY-2023 Rural Transportation Planning Work Program

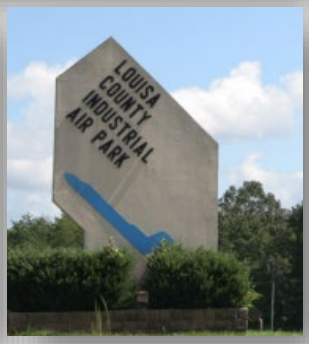
July 01, 2022 – June 30, 2023











Thomas Jefferson Planning District Commission

VDOT Virginia Department of Transportation

Preface

Prepared on behalf of the Thomas Jefferson Planning District Commission, through a cooperative process involving Region 10's counties (Albemarle, Fluvanna, Greene, Louisa and Nelson), Jaunt, RideShare and the Virginia Department of Transportation.

This scope of work is required to include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work also includes activities or studies addressing other transportation planning related issues that are 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.

The Rural Transportation Advisory Committee (RTAC) will review this work program at their March 15th, 2022 meeting. The Commission reviewed the draft of the Rural Transportation Advisory Committee Work Program at their March 3, 2022 meeting and approved the work program at their _____ meeting.

The preparation of this program was financially aided through administrative funds from the FY22 Rural Transportation Planning Work Program.

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Introduction

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.

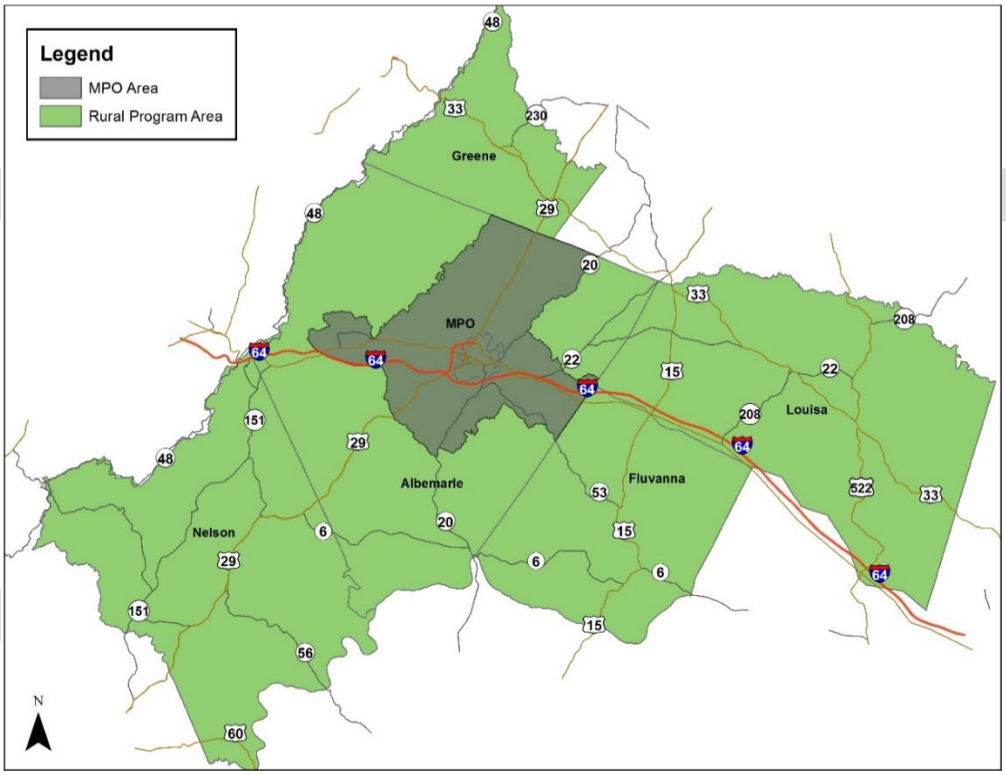
In FY-2023 each planning district commission / regional commission that has rural areas will receive $58,000 from VDOT's Rural Transportation Planning Assistance Program. The corresponding planning district commission / regional commission will provide a local match of $14,500 to conduct rural transportation 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.

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Rural Transportation Program

The scope of work includes specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work also includes activities or studies addressing other transportation planning related issues that are 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. The map below shows the rural program areas in light green.



Highlights of FY22



In FY22, the Rural Transportation Program focused on a variety of outcomes. The program dedicated significant time to the Route 29 North Corridor Study, which required substantially more resources from the VDOT district offices, Planning District, and localities. While TJPDC staff conducted its regular administration of the program and provided a variety of other services to the region and its members, the following highlights the more substantive efforts.

ROUTE 29 NORTH CORRIDOR STUDY – Work continued in FY23 on a collaborative planning project across two of the PDC's localities, Greene and Albemarle. The plan will help the two localities develop a vision for supporting growth and investment in the Route 29 North corridor from Route 649 (Airport Road) in Albemarle County and Deerfield Drive in Greene County. TJPDC staff worked with VDOT, technical consultants, Greene and Albemarle staff, and stakeholders to review previous studies and planning documents, develop project goals, evaluate existing conditions, predict future demand, engage the public, prioritize projects within the corridor and develop recommendations. TJPDC staff assisted with stakeholder and public engagement, presenting at Community Advisory Committee meetings, stakeholder advisory committee meetings, and coordinating public meetings.

TOWN BICYCLE AND PEDESTRIAN INFRASTRUCTURE ASSESSMENT– This study assessed the existing bicycle and pedestrian infrastructure in the incorporated towns of Stanardsville and Scottsville and developed recommendations for future bicycle and pedestrian infrastructure supporting the broader goals of the localities.

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Fiscal Year 2023 Budget

Task	Description	SPR Funds (80%)	PDC (20%)	Total
TASK 1.0	PROGRAM ADMINISTRATION	$12,800	$3,200	$16,000
TASK 2.0	PLANNING & TECHNICAL ASSISTANCE	$45,200	$11,300	$56,500
TOTAL	RURAL PLANNING PROGRAM	$58,000	$14,500	$72,500

FY2023 Scope of Work: This section of the Scope of Work details the administrative and technical tasks, staff responsibilities, and expected end products. The purpose of this work element is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated (3-C) planning process.

Fiscal Year 2023 Activities by Task

FY 2023 – 1.0 Program Administration - $16,000

The purpose of this task is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive and coordinated planning process *(the 3 C's approach)*. The PDC's Rural Transportation Advisory Committee (RTAC) is the technical committee of the Rural Transportation Program, and is composed of professional staff from local governments, the Virginia Department of Transportation (VDOT), JAUNT, and the PDC's RideShare program. The Planning District Commission functions as the policy board of the Rural Transportation Program.

Task 1.1- Reporting and Compliance with Regulations - $5,500

DESCRIPTION OF ACTIVITIES:

Coordinate rural transportation planning activities (committees, community workshops, studies) and prepare quarterly progress reports and invoices. TJPDC staff will coordinate activities, develop reports to VDOT, and prepare monthly progress reports and invoices. VDOT staff will process invoices and handle reimbursements.

DELIVERABLE TASKS TO BE UNDERTAKEN:

- Submit 12 monthly reports and invoices
- Submit an annual report for FY22
- Maintain the FY23Rural Work Program
- Prepare the FY24 Rural Work Program

Task 1.2 - Staff committee meetings - $5,500

DESCRIPTION OF ACTIVITIES:

The TJPDC will staff committee meetings, by: preparing materials; writing minutes; handling public participation; updating committee websites; and, coordinating with the Charlottesville-Albemarle MPO.

DELIVERABLE TASKS TO BE UNDERTAKEN:

- Staff the Rural Technical Transportation Committee – meeting 6 times per year.
- Conduct presentations to the Thomas Jefferson Planning District Commission (Rural Transportation Program Policy Board).

Task 1.3 - Share information with agencies and public - $5,000

DESCRIPTION OF ACTIVITIES:

TJPDC staff will work to share transportation-related information with state agencies, local officials, other PDCs, stakeholders, and the general public. Staff will also attend relevant training sessions that will better inform rural transportation planning efforts.

DELIVERABLE TASKS TO BE UNDERTAKEN:

- Continue to update the Rural Program website, to better share information with VDOT and stakeholders
- Participate in outreach meetings and provide/review data as requested by VDOT
- Participate with the MPOs and VDOT on setting performance measure goals
- Assist VDOT with local and regional input to annual statewide transportation improvement programs

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- Conduct intergovernmental discussion and coordination of transportation projects and developments
- Provide informational updates in TJPDC news distribution channels (newsletters, Quarterly Reports, etc.)
- The RTAC and Commission will continue to include public comment periods in its meeting agendas
- Provide social media informational articles through TJPDC social media pages
- Attend transportation sessions at statewide conferences
- Attend trainings from state agencies
- Host VDOT work sessions at the TJPDC Water Street Center or virtually

Administration Budget	
SPR Funds (80%)	$12,800
PDC Funds (20%)	$ 3,200
Total Budgeted Expenditure for Program Administration	$16,000

FY 2023 - 2.0 Planning & Local Technical Assistance - $56,500

The following tasks highlight the planning and technical services that the TJPDC will provide to its member localities in Fiscal Year 2023. The TJPDC will provide general technical assistance to its member localities, as well as undertake specific endeavors on projects throughout the region to move towards the goals established in the Rural Long Range Transportation Plan.

Task 2.1 – Rural Transit Needs Assessment and Recommendations - $30,000

DESCRIPTION OF ACTIVITIES:

- TJPDC staff will work with Jaunt and rural jurisdiction staff to identify populations and geographic areas with transportation challenges. This project will develop a report identifying and quantifying the need for additional transportation services in rural jurisdictions. The resulting needs mapping can be a base on which Jaunt can develop service scenarios to address the identified needs for rural areas. This project will also coordinate with other planning efforts like the Regional Transit Vision Plan, Regional Transit Governance Study, Jaunt Transit Development Plan, and local jurisdictions' plans.

TASKS TO BE UNDERTAKEN:

- Work with Jaunt and county staff to develop study methodology
- Identify areas with high transit needs

Task 2.2 – Prepare transportation infrastructure grant applications - $5,000

DESCRIPTION OF ACTIVITIES:

The TJPDC staff supports its regional members in the identification and submission of Smart Scale and other transportation grant applications at their request.

CURRENT/PLANNED PROJECTS:

- Pursue grants related to the Regional Bicycle / Pedestrian Plan
- Assist the region's counties, towns, and villages with grant applications related to transportation improvements
- Pursue grants for implementation of RLRP projects
- Provide Assistance for Smart Scale grant applications upon request

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Task 2.3 – Provide assistance to local and state partners as requested - $10,000

DESCRIPTION OF ACTIVITIES:

Unanticipated rural transportation planning needs and issues arise during the fiscal year and the Rural Transportation Planning Program of the Planning District should be a resource for addressing these issues.

TASKS TO BE UNDERTAKEN:

- 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
- Support the development of local Comprehensive Plan chapters and recommendations, as requested

Task 2.4 – Regional Transit Partnership, Travel Demand Management, and Bicycle and Pedestrian Activities - $11,500

DESCRIPTION OF ACTIVITIES:

There are several regional efforts to promote and support alternative transportation modes that will need to coordinate with the Rural Transportation Work Program. Including the Regional Transit Vision Plan, Governance Study, and the Jefferson Area Bike and Pedestrian Plan

The Jefferson Area Bike and Pedestrian Plan provides recommendations to increase safety for those bicycling or walking long distances in the region as well as recommendations for bicycle and pedestrian infrastructure that would benefit people living in or visiting the towns and development areas in the region. These recommendations identify areas that would benefit from additional bicycle and pedestrian infrastructure to support and compliment public health, transit, recreation, and alternative forms of transportation. A significant part of Task 2.4 will be to prioritize the recommendations in the Jefferson Area Bike and Pedestrian Plan to better direct planning resources and support funding applications.

TASKS TO BE UNDERTAKEN:

- Coordinate with the Regional Transit Partnership to ensure that rural interests are represented in regional transit planning efforts
- Support the development of studies, plans, and initiatives that will promote access to safe infrastructure for rural users
- Collaborate with Rideshare to support programming that will improve participation in the regional Travel Demand Management activities and initiatives
- Develop a methodology to prioritize the Jefferson Area Bike and Pedestrian Plan recommendations and develop a prioritized list of projects that are eligible for VDOT funding

Planning & Technical Assistance Activities Budget

SPR Funds (80%)	$45,200
PDC Funds (20%)	$ 11,300
Total Budgeted Expenditure for Program Activities	$56,500

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FY24 Anticipated Work Tasks

To provide a longer-view of the Rural Transportation Program, staff anticipates work tasks for the next fiscal year to create better continuity between fiscal years and manage commitments to member localities.

In FY24, continued work on developing a coordinated regional strategy for Smart Scale funding application projects that prioritize projects by both need and by likelihood of funding. The TJPDC will once again assist local governments in application preparation. Staff will begin to discuss the Rural Long Range Transportation Plan 5-year update.

The Charlottesville-Albemarle MPO will conduct an analysis of the boundary after the 2020 Census to determine whether there will be adjustments. The TJPDC, IN FY24 will continue to assess the impact of any movement of current rural boundaries into the MPO area.

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Appendices

Appendix A: FY-2023 Budget Summary

Tasks	VDOT (SPR) 80%	PDC (Match) 20%	Total 100%
Program Administration			
Task 1.1- Reporting and Compliance with Regulations	$4,400.00	$1,100.00	$5,500.00
Task 1.2 – Staffing Committees	$4,400.00	$1,100.00	$5,500.00
Task 1.3 - Information Sharing	$4,000.00	$1,000.00	$5,000.00
Total Budgeted Expenditure for Program Administration	**$12,800.00**	**$3,200.00**	**$16,000.00**
Program Activities			
Task 2.1 – Rural Transit Needs Assessment and Recommendations	$24,000.00	$6,000.00	$30,000.00
Task 2.2 – Prepare transportation infrastructure grant applications	$4,000.00	$1,000.00	$5,000.00
Task 2.3 – Support Local and State requests for assistance as needed	$8,000.00	$2,000.00	$10,000.00
Task 2.4 – Regional Transit Partnership, Travel Demand Management, and Bicycle/Pedestrian Activities	$9,200.00	$2,300.00	$11,500.00
Total Budgeted Expenditure for Program Activities	**$45,200.00**	**$11,300.00**	**$56,500.00**
Total Budgeted Expenditure for Program Administration and Program Activities	**$58,000.00**	**$14,500.00**	**$72,500.00**

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