

Rappahannock-Rapidan Regional Commission

FY-2013 Rural Transportation Planning Work Program

July 01, 2012 – June 30, 2013

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-2013 each planning district commission / regional commission will receive \$58,000 from VDOT's Rural Transportation Planning Assistance Program and each 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, but note that the arrangement of all such funds involves development of a scope of work, approval and other coordination in 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 2013 - Program Administration (\$14,500)

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. Maintenance of records, preparation of quarterly invoices, processing of correspondence. Development of annual workplan in coordination with PD9 Commissioners, local governments, area planning officials and VDOT TMPD; consultation with same on prioritization, scheduling of Projects; Facilitation and staff support for RRRC Rural Transportation Technical Committee. With prior approval, arrangement of transportation-related staff training and procurement, as appropriate.*

SPR Funds (80%)	\$14,400.00
PDC Funds (20%)	\$3,600.00
<hr/>	
Total Budgeted Expenditure for Program Activities	\$18,000.00

FY 2013 - Program Activities (\$58,000)

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. *Statewide Transportation Planning Core Program Requirements* \$15,000.00

Participate in outreach meetings and review data as requested by VDOT throughout the fiscal year pertaining to:

- *VTrans Update*
- *Functional Classification Update*
- *Virginia Surface Transportation Plan Update (VSTP)*
- *Park and Ride Lots Inventory / Study*
- *Bicycle and Pedestrian planning*
- *Freight planning*

Deliverables: *To be defined by VDOT staff as necessary.*

2. *Regional Priority Identification* \$5,000.00

Identify priority projects for regional jurisdictions that can be submitted for inclusion in VDOT's Six-Year Improvement Program. Continue to discuss regional project priorities as they relate to funding opportunities at the federal and state level.

Deliverables: *List of local and regional priorities to be submitted as part of drafting of VDOT 2014-2019 Six-Year Improvement Program.*

3. *RRRC Travel Time Survey Data Collection & Reporting* \$12,500.00

Continuation of original FY'07 travel time data collection initiative, with selection, documentation of travel times on identified next set of regional thoroughfares/segments

As part of the continuing data collection involved with the PD9 Travel Time studies, RRRC will work with VDOT District representatives and the Rural Technical Committee to identify corridors for travel time data collection.

Deliverables: *Travel Time Study, to include measurement of travel, running and delay times in accordance with earlier agreed upon methodology, along with maps and collected data.*

4. *2013 Living Towns Planning Workshop* \$15,000.00

Continuation of popular annual planning series, shortly to be in its eleventh year.

Deliverables: Scheduling, planning and delivery of 2013 workshop in PD9 host community, t.b.a., with agenda anticipated to include presentations, discussion and handouts on transportation-related issues, and minimum two other planning topics as requested by the community.

5. *Coordination of Major Roads Inventory in Member Jurisdictions* \$2,500.00

Continued from FY 2012 Rural Work Plan. Continue to coordinate and host in each member jurisdiction a day to ride and inventory major roads, with VDOT provided transportation. The purpose is to discuss problems and potential solutions, help build working relationships and provide an opportunity to gain local/state perspective on transportation challenges. Participants on the ride will include, at minimum, the VDOT representative on the Rural Technical Committee, the VDOT District local liaison (if available), a local planning or engineering representative (preferably a member of the Rural Technical Committee) and a representative from RRRC.

Deliverables: To be defined by VDOT.

6. *Grantwriting & General Technical Assistance* \$4,500.00

In fulfilling the organization’s short and long range planning mission, this “catch all” task has proven essential over the years by enabling the Commission to respond to local requests for transportation-related technical assistance received after the Spring scope of work deadline. Regional Commission staff will provide assistance to localities, through the Rural Technical Committee and attendance at local Board/Council and Planning Commission meetings, in preparing grant proposals. Past efforts include, but are not limited to, Transportation Enhancement grant assistance, Safe Routes to School program identification and USDOT TIGER grant proposal assistance.

Deliverables: Project reports and grant proposals, as applicable.

SPR Funds (80%)	\$46,400.00
PDC Funds (20%)	\$11,600.00
<hr/>	
Total Budgeted Expenditure for Program Activities	\$54,500.00

FY-2013 Budget Summary

Tasks	VDOT (SPR) 80%	PDC (Match) 20%	Total 100%
<u>Program Administration</u>			
1. Rural Transportation Work Program Administration	\$14,400.00	\$3,600.00	\$18,000.00
Total Budgeted Expenditure for Program Administration	\$14,400.00	\$3,600.00	\$18,000.00
<u>Program Activities</u>			
1. Statewide Transportation Planning Core Program Requirements	\$12,000.00	\$3,000.00	\$15,000.00
2. Regional Priority Identification for SYIP	\$4,000.00	\$1,000.00	\$5,000.00
3. RRRC Travel Time Corridor Study – 2013	\$10,000.00	\$2,500.00	\$12,500.00
4. Living Towns Planning Workshop – 2013	\$12,000.00	\$3,000.00	\$15,000.00
5. Coordination of Major Roads Inventory	\$2,000.00	\$500.00	\$2,500.00
6. Grantwriting & General Technical Assistance	\$3,600.00	\$900.00	\$4,500.00
Total Budgeted Expenditure for Program Activities	\$43,600.00	\$10,900.00	\$54,500.00
Total Budgeted Expenditure for Program Administration and Program Activities	\$58,000.00	\$14,500.00	\$72,500.00

Signed PDC Resolution

Tasks to be included in the FY-13 Rural Work Program Activities

- Complete any unfinished tasks from FY-12 Rural Work Program. Please outline the tasks that you will be completing.
- Participate in outreach meetings and review data as requested by VDOT throughout the fiscal year pertaining to:
 - VTrans Update
 - Functional Classification Update
 - Virginia Surface Transportation Plan Update (VSTP)
 - Park and Ride Lots Inventory / Study
 - Bicycle and Pedestrian planning
 - Freight planning
- Any other activities that the PDC would like to complete which are appropriate with the given funding source may be included. Please be sure to discuss these tasks with your VDOT District Planner before submitting the work program.