

Rappahannock-Rapidan Regional Commission

FY-2018 Rural Transportation Planning Work Program

July 01, 2017 – June 30, 2018

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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-2018 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.

Work Plan Development

The Rappahannock-Rapidan Regional Commission (RRRC) is one of 21 planning district commissions (PDCs) in Virginia. The following FY 2018 Rural Transportation Work Plan was developed in coordination with RRRC's member jurisdictions, the RRRC Rural Transportation Committee, and VDOT Culpeper District planning staff.

Included in this scope of work are required components identified by VDOT and FHWA, along with projects addressing a need identified by the Rappahannock-Rapidan Regional Commission and/or its local government member jurisdictions.

The RRRC Rural Transportation Committee was asked to identify project needs in January 2017 in preparation for development of the Scope of Work. The committee reviewed the draft scope of work on March 23, 2017 and forwarded the Scope of Work to the Regional Commission with a recommendation for approval. The RRRC Executive reviewed and approved the Scope of Work on _____, 2017. The Regional Commission will review and approve the Scope of Work on April 26, 2017.

FY 2016 - Program Administration (\$16,000.00)

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.

- *Records Maintenance:* RRRC staff will coordinate rural transportation planning activities, inclusive of the projects outlined in the Program Activities section of this document and will prepare quarterly reports and invoices for this grant.
- *Committee Staff Support:* RRRC will provide staff support, coordination of materials, agendas and minutes for the RRRC Rural Transportation Technical Committee. This committee includes local planning directors, administrators, VDOT staff and other regional transportation stakeholders. The RTC is expected to meet, at minimum, six times in FY 2018. RRRC staff will also provide reports to the Rappahannock-Rapidan Regional Commission Board on an as needed basis throughout the year.
- *Information Sharing:* RRRC staff will share information with member jurisdictions, PDCS and MPOs, state and federal agencies and the public, as needed, through committee meetings, website updates to <http://www.rregion.org> and participation in local, state and federal initiatives.
- *Training & Procurement:* In consultation with VDOT Culpeper District representatives, RRRC staff will attend a maximum of four training courses offered through the UVA Transportation Training Academy (UVA TTA) during the course of the fiscal year. Funds will also be used for additional professional development opportunities for RRRC staff to attend statewide transportation meetings, conferences, and workshops.

SPR Funds (80%)	\$14,000.00
PDC Funds (20%)	\$3,500.00
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Total Budgeted Expenditure for Program Administration	\$17,500.00

FY 2018 - Program Activities (\$56,500.00)

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. Statewide Transportation Planning Participation \$5,000.00

- **Support for Statewide Planning Efforts:** Participate in outreach meetings and provide / review data as requested by VDOT throughout the fiscal year.
 - Participate in VTrans webinars regarding Needs Consolidation / Recommendations and Smart Scale Regional Meetings
 - Participate in meetings with VDOT staff regarding Title VI and Environmental Justice compliance
 - Participate in the Fall Transportation Meeting held in your region and provide a display to serve as outreach to the region's citizens.
 - Participate in any additional outreach meetings that may arise and provide / review data as requested by VDOT-TMPD, VDOT Culpeper District, DRPT, OIPI or the Secretary of Transportation's office throughout the fiscal year.
 - Participate with the MPOs and VDOT on setting performance measure goals.

Deliverables: Board display for Fall Transportation Meeting; other deliverables as specified by VDOT staff in support of ongoing statewide planning activities.

2. Regional Transportation Planning \$30,000.00

- **Smart Scale Policy & Project Review:** Regional Commission staff will work with the Rural Transportation Technical Committee and regional jurisdictions on the development of Smart Scale project applications, including technical assistance on statewide planning correlation, regional project review, and requests for Resolutions of Support from the Regional Commission.

RRRC staff will also provide coordination of regional comments regarding potential Smart Scale policy changes in advance of the 2018 application round.

Deliverables: Resolutions of Support for Regional HB2 project applications, and other materials as needed.

- **Regional Long Range Transportation Plan Review:** RRRC staff will review the adopted RLRP document to ensure that newly identified projects are incorporated into the RLRP. The RLRP was first adopted in 2011 and there have been periodic reviews relative to Smart Scale applications in the period since adoption.

Deliverables: Updated RLRP document posted to RRRC website, as necessary.

- **Regional Bicycle & Pedestrian Inventory Review and Update:** The Regional Commission developed a regional Bicycle & Pedestrian plan in 2007 and receives periodic requests from local governments, VDOT staff, and private sector consultants for data from that plan. In the past decade, local governments and private citizens have added significant bicycle and pedestrian accommodations within the region and RRRC proposes to review the 2007 plan, update the plan based on new construction and bicycle/pedestrian infrastructure additions, and identify potential corridors for regional connectivity.

Deliverables: Updated Bicycle & Pedestrian maps, inventories, and identification of potential regional connections.

- **Commuter Services & Transit Planning Assistance:** In coordination with RRRC's Commuter Services TDM program and the Foothills Area Mobility System, RRRC staff will support TDM and Transit planning efforts in the region through data review, participation in planning meetings and workshops and other methods, as needed.

Grant-writing & Local Transportation Planning Assistance **\$20,000.00**

- **General Technical Assistance:** 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 FY 2017 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, as requested. Such technical assistance may include, but is not limited to:
 - **Comprehensive Plan Review:** RRRC staff will respond to requests from local jurisdictions to review transportation-related chapters in their respective comprehensive plans, as needed.
 - **GIS Technical Assistance:** RRRC staff will respond to requests from local jurisdictions for transportation-related GIS technical assistance, as needed and as resources are available.
 - **Grant-writing Assistance:** RRRC staff will respond to requests from local jurisdictions, non-profit agencies, etc. to assist with grant-writing efforts for transportation-related projects in the region, as needed. This will include, but is not limited to, Transportation Alternatives, Revenue Sharing, Urban Development Area Technical Assistance, or Smart Scale applications.

- **Local Transportation & Planning Committees:** RRRC staff is often requested, formally and informally, to serve as a stakeholder on local transportation committees. In FY 2018, RRRC has been asked to provide regional perspective and technical assistance to the following committees:
 - **Fauquier County Transportation Committee:** RRRC staff serves in an ex-officio role on the Fauquier County Transportation Committee. This committee is expected to meet 6-8 times during FY 2018.
 - **Orange County GWAP Steering Committee:** Orange County representatives have requested RRRC staff to attend meetings of the Germanna-Wilderness Area Plan steering committee when the topic is transportation. This committee is expected to meet four times during FY 2018.
 - **Fauquier County Trails Summit:** The Fauquier County Parks & Recreation Department is coordinating a Trails Summit and requested RRRC staff to serve on the steering committee for development of the Summit.

Deliverables: RRRC will provide a summary of meetings attended for each of the local committees, along with additional activities and projects emanating from staff participation during the fiscal year.

- **Local Transportation Projects:** RRRC staff has received preliminary requests from several member jurisdictions for project-specific assistance. The specific tasks for each request are expected to be outlined in more detail as the fiscal year moves forward, but may include such tasks as meeting planning and coordination, GIS mapping assistance, grant writing, and other tasks as needed. The proposed projects include the following:
 - **Town of Orange Small Urban Area Plan Update:** This is a carryover project from FY 2017. RRRC will continue to work with Town of Orange and VDOT Culpeper District staff to update the Town of Orange's Small Urban Area Plan. In FY 2017, the project team plans to finalize the report and conduct public outreach. RRRC will take the lead role on mapping and data collection updates.
 - **Culpeper County Planning Assistance:** Culpeper County has identified two potential areas where the Regional Commission may be able to offer project assistance during the fiscal year. The first is along Nalles Mill Road between Route 666 and Route 15/29 Business where the County expects to see development following the completion of the Route 666/Route 29 interchange. The second is the intersection of Route 29 and Route 633 (Reva Road). This intersection has a history of safety concerns and is a priority for the County.
 - **Village of Rapidan/Rapidan Foundation:** Staff with VDOT's Louisa Residency has requested RRRC's support in working through potential transportation enhancements in the Village of Rapidan. The village spans

Culpeper and Orange counties and the Rapidan River. RRRC expects to discuss potential enhancement grant applications, as well as other potential activities with VDOT and the Rapidan Foundation throughout the fiscal year.

Deliverables: Deliverables will vary based on the overall project need and scope. At minimum, RRRC will provide meeting summaries and Scopes of Work as they are developed throughout the fiscal year.

SPR Funds (80%)	\$44,000.00
PDC Funds (20%)	\$11,000.00
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Total Budgeted Expenditure for Program Activities	\$55,000.00

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FY-2018 Budget Summary

Tasks		VDOT (SPR) 80%	PDC (Match) 20%	Total 100%
Program Administration				
1.	Program Administration	\$14,000.00	\$3,500.00	\$17,500.00
	<ul style="list-style-type: none"> • Records Maintenance • Committee Staff Support • Information Sharing • Training & Procurement 			
Total Budgeted Expenditure for Program Administration		\$14,000.00	\$3,500.00	\$17,500.00
Program Activities				
1.	Statewide Transportation Planning Participation	\$4,000.00	\$1,000.00	\$5,000.00
2.	Regional Transportation Planning Activities	\$24,000.00	\$6,000.00	\$30,000.00
	<ul style="list-style-type: none"> • Smart Scale Policy & Project Review • Rural Long Range Plan Review & Update • Regional Bicycle/Pedestrian Inventory • TDM/Transit Review and Participation 			
3.	Local Transportation Planning Activities	\$16,000.00	\$4,000.00	\$20,000.00
	<ul style="list-style-type: none"> • Technical Assistance • Local Transportation Committee Participation • Local Transportation Projects 			
Total Budgeted Expenditure for Program Activities		\$44,000.00	\$11,000.00	\$55,000.00
Total Budgeted Expenditure for Program Administration and Program Activities		\$58,000.00	\$14,500.00	\$72,500.00

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