



Central Virginia Transportation Technical Committee (TTC)

Thursday, March 13, 2025 (Hybrid Meeting)

9:00 a.m. to 10:00 a.m.

In-Person Meeting
CVPDC/CVTPO
Conference Room
828 Main Street, 12th Floor
Lynchburg, VA 24504

Join Zoom Meeting
<https://us02web.zoom.us/j/86381053945?pwd=UFUsS8pbqb08M7wrU44m7lZapq3DyK.1>

Meeting ID: 893 8105 3945

Passcode: 998090

Phone: 1 646 931 3860

Agenda

1. **Welcome & Call to Order** (9:00 a.m.) *Paul Harvey, Chair*

2. **Approval of Minutes: February 13, 2025** *Paul Harvey, Chair*
(Attachment 2)

3. **VDOT Transportation Alternatives – Program Observations** *Thomas Ruff, Timmons Group*

4. **FY25 Work Program Update** *Kelly Hitchcock, CVPDC/CVTPO*
 - 221 Corridor Study
 - Central Virginia Safety Action Plan
 - Lynchburg Multimodal Plan
 - USDOT Thriving Communities

5. **Long Range Transportation Plan Scope of Work** *Kelly Hitchcock, CVPDC/CVTPO*
(Provided Under Separate Cover)

6. **Draft FY26 Urban and Rural Work Program** *Kelly Hitchcock, CVPDC/CVTPO*
(Attachment 6a) (Attachment 6b)

7. **Matters from the Committee** *All*
 - State and Federal Partner Program Updates
 - Other

8. **Adjourn:**
 - Next TTC Meeting – April 10, 2025

 - Central Virginia Safety Action Plan Workgroup Meeting – March 13th
Following TTC Meeting; 10:00 a.m. to 11:30 a.m.

Central Virginia Transportation Technical Committee

February 13, 2025, at 10:30 a.m.
828 Main St., 12th Floor, Lynchburg – Hybrid Meeting
Draft Minutes

PRESENT

Paul Harvey, Chair (U/R) Campbell County
Erik Smedley (U/R) (v) Bedford County
Tyler Creasy (U/R) (v) Amherst County
Ryan Roberts (U) (v) City of Lynchburg
Rick Youngblood (U/R) (v) VDOT-Lynchburg District
Carson Eckhardt (U/R) (v) VDOT-Lynchburg District
Josh Moore (U) Greater Lynchburg Transit Company
Evan Tuten (U/R) (v) Virginia Department of Rail and Public Transportation
Leslie Gamble (U/R) (v) Amherst County
Jamie Gillespie (R) (v) Town of Altavista

ABSENT

Rachel Frischeisen (U) City of Lynchburg
Sara McGuffin (U) Town of Amherst
Rob Fowler (R) Town of Appomattox
Johnnie Roark (R) Appomattox County
Chelsea Beytas (U/R) Federal Transit Administration
J.P. Morris (U/R) VDOT – Salem District
Kathryn Benedict (U/R) FHWA Virginia
Jared Thompson (R) Town of Bedford
Abigail Courington (U/R) Bedford County

U- Members representing the urbanized area of the region

R- Members representing the rural area of the region

v – Virtual

STAFF PRESENT

Alec Brebner (v) CVPDC/CVTPO
Patti Lassiter CVPDC/CVTPO
Kelly Hitchcock CVPDC/CVTPO

1. Welcome and Virtual Participation Acknowledgement

Paul Harvey, Chair, called the meeting to order at 10:30 a.m. Mr. Harvey requested that those attending virtually enter their names in the chat box to assist staff tracking assistance.

2. Approval of Minutes

Mr. Harvey asked for a motion to approve the January 9, 2025 minutes.

MOTION: Josh Moore made a motion to approve the January 9, 2025 minutes as presented. Rick Youngblood seconded the motion. All were in favor, and the motion passed.

3. FY24 Work Program Update

a. 221 Corridor Study

Hitchcock noted the next project meeting will be held February 18, 2025 at 2:30 p.m. Hitchcock noted there has been good locality and VDOT stakeholder participation in the project throughout and that the February 18th meeting will be to review/discuss the safety and congestion recommendations that will be the basis for the 2nd Public Meeting and study survey. The Route 221 Corridor Study 2nd Public Meeting, Tuesday March 18, 2025 at the Forest Public Library.

Hitchcock and Erik Smedley noted they will coordinate to discuss the approach to share project information, including preliminary recommendations, the Public Meeting and Public Survey with the Bedford Board of Supervisors.

b. Intersection Safety Study

Hitchcock confirmed that the project is complete, with Draft having been provided to the Bedford, Amherst, and Lynchburg and Salem VDOT stakeholders. Hitchcock noted that Tyler Creasy had reached out to Robert Brown, VDOT, regarding the stop bar recommendations and a response was received regarding justification. Hitchcock confirmed that she had not, as she suggested she would after the January TTC meeting, followed up with Robert. Tyler Creasy provided an update on the situation confirming that the County submitted a Workorder Request to VDOT and that two of the intersections had already been addressed and expressed thanks to VDOT for the work.

c. Central Virginia Safety Action Plan

- Hitchcock provided a summary of the Friday, January 31, 2025 Central Virginia Transportation Safety Summit, noting the event went well and generally had good representation from across the region, with an exception of Appomattox County. Hitchcock noted she had received contact from Appomattox stakeholders expressing regret they could not attend and commitment to the project. Hitchcock noted that EPR will shortly have the event summary to reflect key discussion points.
- Hitchcock noted that Alan Simpson, EPR, had sent a January 14th email to each locality with a Safety Action Plan (SAP) Self-Assessment document and requested any locality that had not already done so, to please complete and provide to Alan or Kelly.
- It was also noted that Alan Simpson, on February 7th sent an email to the SAP Work Group the Draft CVPDC Safety Analysis Documentation. The document, developed by Mark Herman, Kimley-Horn, presents the accident data, locality analysis and data foundation for the SAP. Hitchcock noted that EPR request document comments.
- Hitchcock presented the updated SAP development schedule. The schedule preliminarily includes holding a full SAP Work Group meeting Thursday, March 13th, corresponding to the TTC meeting. Paul Harvey asked the TTC if they are amenable to holding an earlier TTC meeting start time that will result in a combination TTC and SAP Work Group meeting March 13th.

It was agreed the March 13th TTC meeting will begin early and be followed with the full SAP Work Group meeting. Hitchcock will provide the TTC with the March 13th start time well in advance of the meeting.

d. Lynchburg Multimodal Plan

Timmons Group continues current system analysis and review of the first survey responses. Thomas Ruff, Timmons, attended the Safety Summit and obtained valuable information on key pedestrian and bicycle safety concerns, roadway and route preference and experiences. The next Multimodal Plan Steering Committee Meeting will be March 27th.

e. USDOT Thriving Communities

Hitchcock informed the TTC that a Communities of Practice, a program for all Thriving Community award localities, meet was held January 23rd. Information was provided about a potential grant to

assist with execution with small supporting pilot project initiative; more information to come. The first full project kickoff since the USDOT Work Program approval, that included City, GLTC, CVPDC staff and Nelson/Nygaard, EPR, and Smart Growth America consultants was held January 24th.

f. Long Range Transportation Plan

Hitchcock noted she had not completed the LRTP Scope for TTC review. The Scope will be completed and distributed before the March meeting.

4. FY26 Work Program Development

Hitchcock reiterated, as noted at the January meeting, the FY26 UPWP will focus primarily on the execution/completion of the Safety Action Plan, Multimodal Plan, and LRTP. Additionally, Hitchcock noted coordination and support of VDOT Lynchburg District STARS and other projects. Hitchcock confirmed she had not received the FY26 Allocations. Rick Youngblood confirmed that VDOT Districts anticipate receiving the UPWP FY26 Allocation, including past year roll-over funds, by the end of February. The Draft FY26 UPWP will be provided for TTC review at the March meeting.

5. Matters from the Committee

a. State and Federal Partner Program Updates

FHWA: Kathryn Benedict was unable to be at the meeting but confirmed to Hitchcock she did not have a specific program information. Benedict welcomed and encouraged TTC members to contact her if there were any specific program questions.

VDOT: Rick Youngblood confirmed the FY26 allocations would be provided soon.

DRPT: VDOT SMART SCALE award recommendations will be released soon; noted he is looking forward to seeing how the region fared.

DRPT: Evan Tuten, DRPT, noted that the FTA 5303 grant applications are due May 1, 2025.

b. Other

VDOT Transportation Alternatives and Revenue Sharing Grant Round: Hitchcock reminded the TTC that 2025 is a TA and Revenue Sharing grant year. The SMART Portal opens April 1, with required pre-applications closing 5/3 and full application closing 9/15. Hitchcock noted that VDOT was holding How to Apply Workshops – 3/19 for TA and 3/5 for Revenue Sharing. Finally, Hitchcock reminded TTC members that in this grant round any TA application project must be included in the locality CIP. Rick Youngblood confirmed that the TA program is adopting the CIP requirements that have been in place, CIP inclusion, with the Revenue Sharing Program.

6. Adjourn:

Mr. Harvey reminded everyone that the next meeting will be March 13, 2025, which will meet at an earlier time and will be followed by a full SAP meeting. Harvey asked for a motion to adjourn.

MOTION: Josh Moore moved to adjourn, seconded by Rick Youngblood. Harvey adjourned the meeting.

March 13, 2025, TTC
Attachment 6a

UNIFIED PLANNING WORK PROGRAM

(UPWP)

Fiscal Year (FY) 2025 - 2026



CVTPO

Central Virginia Transportation
Planning Organization
(CVTPO)

828 Main Street, 12th Floor
Lynchburg, VA 24504
434-845-3491
www.cvtpo.org

Transportation Technical Committee (TTC) Recommendation

CVTPO Policy Board Adoption

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TABLE OF CONTENTS

RESOLUTION 3

INTRODUCTION 4

Purpose 6

SECTION I - FHWA, VDOT, CVTPO FUNDED ACTIVITIES

1.00 Administration

 1.01 General Administration & Operations
 1.02 Work Program Administration
 2.00 Long Range Planning

 2.01 Long Range Transportation Plan Update
 2.02 Transportation Improvement Program
 3.00 Technical Assistance

 3.01 General Technical Assistance (Development and Comprehensive Planning)
 3.02 Active Transportation Initiative
 3.03 Consultant Support
 3.04 Staff Support to Consultant Studies (PSI)
 3.05 Diversity, Inclusion, and Environmental Justice

SECTION II - FTA, VDRPT, CVTPO FUNDED ACTIVITIES

4.01 Program Support and Administration
 4.02 General Development and Comprehensive Planning
 4.03 Long Range Transportation Plan Update
 4.04 Transportation Improvement Program

PROPOSED EXPENDITURES

PLANNING EMPHASIS AREAS

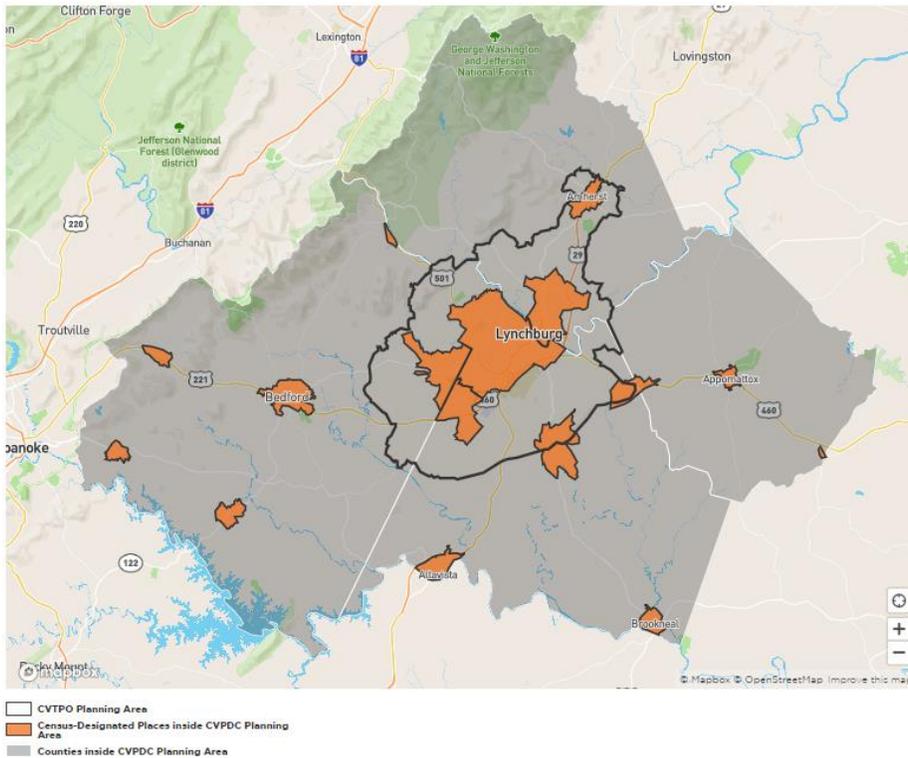
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Future CVTPO Adoption Resolution

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INTRODUCTION

The Central Virginia Transportation Planning Organization (CVTPO) is the federally mandated Metropolitan Planning Organization (MPO) for the Central Virginia urbanized area. The CVTPO urbanized area encompasses the City of Lynchburg, the Town of Amherst, and portions of Amherst, Bedford, and Campbell Counties. This area also includes sections likely to become urbanized in the foreseeable future. The map below shows the boundary of the CVTPO planning area.

CVTPO Boundaries and Communities



The CVTPO is responsible for creating and maintaining a forum for a cooperative, continuing, and comprehensive regional planning process (3-C). The CVTPO Policy Board is the key decision-making board consisting of the following members from each locality and transportation partners within the CVTPO planning area:

- an elected official
- an appointed official
- a representative of the Virginia Secretary of Transportation
- a representative from the Greater Lynchburg Transit Company (GLTC)
- others who may be designated in accordance with the bylaws.

The CVTPO considers long-range local and regional projects and combines public input, technical data, and agency collaboration to develop innovative improvements for the region's transportation network, which includes local roadways, sidewalks, public transportation services, air services, freight, railroad, and multimodal trails. Additionally, the CVTPO coordinates with several transportation-related agencies and consultants on projects that directly and indirectly impact the transportation network.

The planning process is carried out through coordination between the Technical Transportation Committee (TTC), the CVTPO Policy Board, localities, business community and local stakeholders. Locality members appoint the members of TTC from their respective localities, who are individuals at staff levels from local and state agencies with technical knowledge of multi-modal transportation matters. They may include representation from each of the following jurisdictions, agencies, and organizations. As warranted, the TTC may include representatives from interest groups and local citizens.

- City of Lynchburg Planning and Engineering Divisions
- Amherst County Community Development Division
- Appomattox County Community Development Division
- Bedford County Community Development Division
- Campbell County Community Development Division
- Town of Altavista Planning or Administration Department
- Town of Amherst Planning or Administration Department
- Town of Appomattox Planning or Administration Department
- Town of Bedford Planning or Administration Department
- Town of Brookneal Planning or Administration Department
- Up to one citizen with technical knowledge from each of the member jurisdictions
- Lynchburg District Virginia Department of Transportation (VDOT)
- Salem District VDOT
- Virginia Department of Rail and Public Transit (DRPT)
- Greater Lynchburg Transit Company (GLTC)
- Lynchburg Regional Airport
- Liberty University

Title VI Plan

This plan provides an overview of Environmental Justice and Limited English Proficiency (LEP) concepts, definitions of Title VI and associated nondiscrimination acts, and how Title VI, Environmental Justice, and LEP are incorporated into the metropolitan transportation planning process as required by USDOT through 2024.

The CVTPO in meeting and supporting the principles of ensures nondiscrimination and equal access to transportation planning executes employment in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. If you have questions or concerns about your civil rights regarding any project or special assistance for persons with disabilities or limited English proficiency, please contact Kelly Hitchcock, CVTPO Title VI Coordinator, at (434) 845-3491 or at kelly.hitchcock@cvpdc.org. Sign language or non-English language interpreters will be provided if needed and requested no later than 48 hours before a scheduled public event.

Public Participation Plan

This plan contains the guidelines for outreach strategies used by the CVTPO. Federal regulation requires that designated MPOs establish and utilize a documented participation plan by which public stakeholders and interested parties are provided reasonable opportunities to be engaged and involved and provide comments on transportation planning programs and projects in the urbanized area.

The Title IV Plan, a CVPDC and CVTPO guiding document, and the Public Participation Plan, a CVTPO document that outlines the process and procedure guiding public outreach, can be found on the CVTPO website at <https://www.cvtpo.org/title-vi>.

PURPOSE

To meet the requirements of 23 Code of Federal Regulations (CFR) Part 420 and 23 CFR Part 450.308(c), each CVTPO, in cooperation with the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT), the Greater Lynchburg Transit Company (GLTC), membership localities, and public stakeholders shall develop the Unified Work Program that incorporates the planning priorities of the region. This UPWP describes regional transportation planning activities that will, or are anticipated to, utilize federal funding within the CVTPO planning area for the fiscal year 2026 (July 1, 2025 – June 30, 2026). The UPWP also identifies state and local matching dollars for these Federal planning programs.

The UPWP provides a mechanism for coordinating these activities in the region and is required for all federal funding assistance for transportation planning by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). This UPWP is published yearly and outlines the planning activities and the funding required to undertake these annual efforts. Funding is provided by the Federal Highway Administration (FHWA), the Federal Transit

Administration (FTA), the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT) and CVTPO local funds.

In addition to the FHWA and the FTA, the transportation planning regulations of the FAST Act (Fixing America's Surface Transportation) and MAP-21 (Moving Ahead for Progress in the 21st Century), upheld in the current Transportation Authorization Act, Infrastructure Investment and Jobs Act (IIJA), dictate that the CVTPO's primary activities shall include the development and maintenance of a Long-Range Transportation Plan (LRTP) and a Transportation Improvement Program (TIP).

Beyond these requirements, the CVPDC/CVTPO is dedicated to enhancing our region's transportation network ~~through equitable development, that to supports safe and efficient access for all people, advancing opportunities for all people.~~ Throughout the development of ~~local and regional transportation planning, including the Long Range Transportation Plan (LRTP),~~ Connect Central Virginia 2045, the region's LRTP, the CVTPO actively ~~sought~~ seeks feedback from ~~a diverse range of various~~ stakeholders, including transportation planning partners, business community, non-profit and public organizations, and members of the public. Through this process, five (5) key areas were identified as the CVTPO's region's transportation planning priorities in the CVTPO. The UPWP tasks and deliverables strive to guide these areas towards future needs assessments, studies, implementation, and advocacy.

Planning Priorities

Safety. Safety is a vital concern for the region's transportation system. ~~During the development of the Connect Central Virginia 2045 Plan,~~ stakeholders throughout ~~the our~~ community indicated that their ability to move safely is of paramount concern. The planning process should prioritize safe, ~~and equitable efficient transportation mode options access~~ to destinations for all users, including pedestrians, bicyclists, transit riders, motorists, freight delivery services, and meet the needs of all users, including those with mobility or other physical limitations, those that do not own or desire to drive a vehicle, and those from underserved and disadvantaged communities.

Pedestrian and Bicycle Infrastructure. While the region has an extensive roadway network, bike and pedestrian facilities are relatively limited. Bike and pedestrian infrastructure are crucial for increasing mobility and vitality in the CVTPO planning area. The planning process should also integrate opportunities to address housing needs, such as the integration of workforce, affordable, mixed use and transit-oriented development, as they affect people's ability to access jobs and services. The CVTPO can coordinate with local governments and housing agencies to promote compact, walkable, and bikeable developments that may reduce reliance on single-occupancy vehicles.

Roadways & Bridges. With four counties, six towns, and an independent city, the CVPDC planning area has an extensive network of 5,077 miles of roads, with 31% lying within the Metropolitan Planning Area (MPA). The CVTPO's focus is on regionally significant roadways, as recognized by the Virginia Department of Transportation (VDOT). The planning process should incorporate state

Commented [ET1]: Might be worth throwing the term 'mixed-use' in if CVTPO has identified it as a tool that lowers barriers to jobs/services.

and federal Complete Streets policies and best practices to protect vulnerable user groups, improve connectivity, and conserve capacity while considering the impact of transportation investments on [the region's housing, affordability, job access, economic development and quality of life, accessibility, and diversity](#).

Transit. Transit [service is a vital transportation resource essential for many to access employment, is key to workforce accessibility](#), including service sectors that are major employers (e.g., health care). Transit facilitates efficient land use by creating greater compatibility between the multimodal transportation infrastructure and its surrounding environment. Multimodal corridor studies should examine transit-oriented development, traffic calming, transit services and facilities, and bicycle and pedestrian access. The planning process should consider the impact of housing on transportation demand management, which can help reduce congestion, improve air quality, and increase access to jobs and services. Equally important, public transportation systems must be designed and maintained to accommodate the needs of all riders, including those with disabilities or limited mobility.

Freight. The efficient movement of goods within and through the region is vital to the region's economy. Freight within the CVTPO area is predominantly carried out by trucks and trains. The infrastructure that serves those modes is a primary concern for the well-being of the region's economy. The planning process should prioritize safe and efficient access to their destinations, reducing congestion and emissions in the process.

Air Quality and Congestion Management

The CVTPO strives to uphold the region's air quality standard compliance. The CVTPO addresses air quality and congestion management efforts by promoting the use of alternative modes of transportation, such as biking, walking, and public transit, as well as incentivizing rideshare programs, which aim to reduce the number of single-occupancy vehicles on the roads. Another approach is to collaborate with localities and environmental groups to advocate for the development of plans and strategies that include sustainable transportation solutions and [where appropriate nature-based green-infrastructure facilities](#). Taking into account the localities' unique needs, these can involve promoting land use and patterns that support a mix of transportation options and identifying opportunities for creating [charging-infrastructure that is prepared for and provides for promotes](#) the use of electric and hybrid vehicles.

As the region's population increases, the number of trips [or vehicle miles traveled](#), will also go up. The CVTPO will work with local governments, stakeholders, and agencies to encourage consideration of implementing smart transportation technologies into their projects. These have the potential to greatly enhance the efficiency and safety of our transportation system. Intelligent transportation and traffic management systems, as well as real-time traveler information, can help streamline traffic flow, reduce travel times, and enhance safety features. They can help minimize congestion and improve air quality. By encouraging the adoption of sustainable transportation solutions, the CVTPO strives for a [greener, more connected region that is prepared to integrate](#)

[technology and best practices to support a safer and more efficient transportation network, healthier, and more connected region for all.](#)

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SECTION I - FHWA, VDOT, CVTPO FUNDED ACTIVITIES

1.00 ADMINISTRATION

1.01 General Administration & Operations

Description

CVTPO staff will execute program activities that ensure proper management and operation of the continuing, comprehensive, and coordinated (3-C) planning process in the implementation of the Fiscal Year (FY) 2025 - 2026 Unified Planning Work Program (UPWP). This task includes the execution of all required administrative functions, including accounting, personnel, contract, and office administration. The task provides for staff support to activities of the Central Virginia Transportation Planning Organization (CVTPO) through the preparation of agendas, attendance, and scheduling meetings, quarterly reports, billings minutes, and other duties, as needed, for the CVTPO board and subcommittees. These activities are geared towards facilitating the seamless functioning of office operations and providing precise financial information.

Additionally, this task includes ongoing staff training that supports the transportation program planning services, such as attendance at American Planning Association (APA) and Virginia Chapter of the American Planning Association (APA VA) conferences, geographic information system (GIS) conferences, bicycle and pedestrian seminars, and other opportunities as identified. Also included is funding for membership in the Virginia Association of Metropolitan Planning Organizations (VAMPO). These staff training and development opportunities help to maintain a knowledgeable and capable staff.

Products

- A year-end work summary report.

Estimated Budget: \$TBD

Completion Date: June 30, 2026

Lead: CVPDC Staff

Support: VDOT, DRPT, FHWA and FTA program staff liaisons

1.02 Work Program Administration

Description

This task provides for the management of the UPWP and monitoring progress on identified activities. During this fiscal year, if an amendment to the UPWP is deemed necessary due to changes in planning priorities and/or the inclusion of new planning projects, staff will identify and detail such amendments for consideration by the CVTPO Policy Board.

This task also provides for the development of a UPWP for the next fiscal year. The document will consider and, where possible, incorporate suggestions from federal funding agencies, state transportation agencies, transit operating agencies, and local governments participating in the CVTPO. The approved UPWP will be distributed to the Policy Board and made available to the public on the CVTPO website (cvtpo.org).

[Included in this activity, will be the mapping and/or a project Story Map that will be generated for each project that describes the project and highlights the connection of the project to the Long Range Transportation Plan, the Central Virginia Safety Action Plan, or some other regional and/or local plan document.](#)

Products

- Maintenance/Amendments to the FY 2026 UPWP (as needed).
- Monitoring of FY2026 UPWP budget and progress on activities
- UPWP for FY 2027.

Estimated Budget: \$TBD

Completion Date: June 30, 2026

Lead: CVPDC Staff

2.0 LONG RANGE TRANSPORTATION PLANNING

2.01 Long-Range Transportation Plan Update (Horizon Year 2050)

Description

This development effort is to begin updating the existing Long Range Transportation Plan (Connect Central Virginia 2045) to the new horizon year 2050. Staff will select a consultant to collaborate with this effort. The update will include developing goals, objectives, improvements, strategies, performance measures, and prioritization efforts. VDOT has started developing the transportation demand forecasting model for this area to serve as the base layer.

The Connect Central Virginia 2050 plan will be prepared to follow the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) planning requirements and the performance measures and management provisions of Moving Ahead for Progress in the 21st Century (MAP-21), upheld in the current transportation authorization act, Infrastructure Investment and Jobs Act (IIJA), and 23 CFR 450.322. This task also includes researching, selecting, purchasing, and maintaining a web-based approach or other suitable data technology for publishing and distributing the final plan. Development of the preliminary scope of work and activities [began in FY25, with completion and adoption anticipated for FY26. will occur in FY25. Plan completion and adoption are anticipated in FY26. If necessary, due to final State and Federal approval or potential regulation adjustments, project completion may move in the first quarter of FY27.](#)

Products

- Consultant contract, including scope and completion timeline.
- Managing the review process through coordination with localities, VDOT, and consultants as required.
- A project public engagement plan, that will include web-based or technology (TBD) approach, meetings, and print material format, to ensure a broad, transparent, and equitable public outreach process in used through the LRTP development and adoption process.
- Any other final products as determined by the MPO.

Budget: \$TBD

Completion Date: Anticipated June 30, 2026

Lead: CVPDC Staff

Support: Technical/Planning support from consultants as needed

2.02 Transportation Improvement Program

Description

Maintaining the Central Virginia Transportation Improvement Program (TIP), preparing TIP amendments and administrative adjustments, and intergovernmental review of transportation projects. This activity includes training and integrating any new program reporting/documentation factors.

Products

- Maintenance of current TIP.
- TIP administrative adjustments and amendments (as needed).

- Intergovernmental review of transportation projects (as needed).

Budget: \$TBD

Completion Date: June 30, 2026

Lead: CVPDC Staff

3.0 TECHNICAL ASSISTANCE

3.01 General Technical Assistance (Development and Comprehensive Planning)

Description

CVPDC staff will assist localities and other area program partners on transportation-related activities on an individual or CVTPO basis to advance local transportation-related programs and projects of regional significance as identified in the Connect Central Virginia 2045 Plan, [the Central Virginia Safety Action Plan, VTrans, or other local transportation planning efforts, as agreed by the CVTPO during the execution of the FY26 UPWP](#). This task includes but is not limited to providing transportation technical input to the CVTPO's localities transportation network planning and implementation initiatives; promoting integration of the land use and transportation planning processes in local, regional, and state initiatives; assisting with comprehensive plan updates to ensure transportation, land use, and other elements are consistent with the statewide transportation plan requirements; provide transportation planning guidance in local neighborhood planning efforts; and assist with other planning or implementation and duties as requested by VDOT, FHWA, and the CVTPO.

This task includes the development, advancement, and management of Geographic Information System (GIS) information software, [to include staff training and program proficiency](#), enhancement and maintenance of the CVTPO website, and the transportation component of the Central Virginia Planning District Commission's website, as well as system software evaluation and system costs.

This task provides staff support to member jurisdictions and, with VDOT and CVTPO approval, other transportation stakeholders for transportation-related grant development services, including writing, GIS mapping, and other data-related activities and services as needed.

This task provides staff flexibility to assist with short projects, program adjustments, and other [initiatives where the emphasis is evaluating and addressing gaps in transportation safety and/or access to essential community services and resources](#)~~support needs~~. [This task also provides the use of contractual services to assist locality partners in project development initiatives.](#)

Products

- Develop and submit transportation-related grant applications as needed.
- Update the CVTPO website and transportation component of the CVPDC website to include the annual work program, Long Range Transportation Plan, Transportation Improvement Program, project data, transportation studies, meeting information, public participation plan, and related information in compliance with federal regulations.
- Locality assistance in developing transportation priorities for the CVTPO and region.
- [GIS data maintenance, analysis, and map development for transportation planning activities and grants.](#)
- [GIS system staff training, to include courses, workshops, and conferences to advance staff/program knowledge and proficiency.](#)
- Assistance on comprehensive plan transportation elements.
- Assistance on other transportation-related matters.
- Provide leadership or support, as appropriate, to regional transportation, multimodal, land use, and connectivity initiatives, such as the regional Comprehensive Economic Development Strategy (CEDS) update and the Lynchburg Regional Business Alliance (LRBA) Transportation Group (LRTAG). As requested, the CVTPO staff may support other initiatives, including placemaking, transit and transportation demand, intercity passenger rail, air service development, and cargo-oriented development initiatives.

Budget: \$TBD

Completion Date: June 30, 2026

Lead: CVPDC Staff

Support: Technical/Planning support from consultants as needed

3.02 Central Virginia Multimodal Transportation Planning

Description

CVTPO staff will [continue to](#) assist localities and area program partners in support of pedestrian, bicycle, and other [active-non-motorized](#) transportation planning, project integration, and implementation initiatives. The program tasks include but are not limited to providing technical input and resources to assist in facility evaluation; development, or evaluation, of prioritization strategy or tools to facilitate pedestrian and bicycle facility integration; identification for project inclusion within the Long Range Transportation Plan, TIP, or SYIP; coordination and administration oversight of federal (e.g. Safe Streets and Roads for All), state, or foundation grants where the grant focus is Complete Streets, Vision Zero, or other multimodal policy, evaluation, or implementation initiatives; and assist, as

requested, local, regional, and state partners in advancing multimodal planning, evaluation and implementation programs, policy, and projects.

This project task provides for CVTPO staff, as necessary, to update and contribute dedicated bike, pedestrian, and transit [and other non-single-occupancy vehicle modal activity](#) content to the CVTPO/CVPDC [transportation planning initiatives](#). It also supports managing pedestrian and bicycle use data collection initiatives to facilitate and inform multimodal planning and implementation decisions.

CVTPO staff will assist in [active-multimodal](#) transportation grants, including planning, facility development, and implementation. Grants such as VDOT's Transportation Alternatives Program (TAP), Department of Conservation and Recreation (DCR) Recreational Trails, FHWA Highway Safety Improvements Program (HSIP), USDOT Safe Streets and Roads for All (SS4A), and private or public foundation programs – where creating an alternative transportation corridor/facility is the activity focus – represent eligible staff grant assistance activity examples. This effort will also provide CVTPO staff to coordinate with GLTC and Lynchburg City staff with a land use, transit-oriented redevelopment planning process along 12th Street, Church Street to Kemper, and Kemper, 12th Street to Kemper Street Station. Staff will assist in grant administration and program guidance of the USDOT Thriving Communities Program award.

Included in this program task is the provision for staff participation in initiatives to advance pedestrian and bicycle safety, awareness, and use promotion. Included within this activity is participation in the Association of Pedestrian and Bicycle Professionals (APBP), League of American Bicyclists, Pedestrian and Bicycle Information Center (PBIC), and other webinar series – to serve as a learning and information tool for local planners, locality staff, and the public.

This task also involves researching and evaluating opportunities to create pedestrian-friendly, safe, and community-driven multimodal corridor [programs and projects s-\(e.g., tactical urbanism\)](#) within local and VDOT-maintained right-of-way.

Finally, this task provides for the current trail, sidewalks, parks, and river access data collection and locality stakeholder communication for the first phase of an update to the Region 2000 Greenways, Blueways, and Trails Plan, last updated in 2012.

Products

- User-friendly and maintained multimodal and active transportation component of the CVTPO/CVPDC website and social media channels.
- Support and increase application development and submittal of pedestrian, bicycle, transit, and other multi-modal transportation applications.

- Better pedestrian, bicycle, transit, and multimodal integration within land use, transportation, housing, and community development programs, planning, and implementation initiatives.
- Grant administration and guidance to multimodal and safe streets, complete streets grant and program initiatives.
- Summary of participation activities, results, and liaison activities presented to TTC, CVTPO, and other area agencies, organizations, and stakeholders.
- Webinar and other public engagement efforts will result in more informed and engaged stakeholders. This can help support and expand bike, pedestrian, and other multimodal planning and facility development initiatives.

Budget: \$TBD

Completion Date: June 30, 2026

Lead: CVPDC Staff

Support: Technical/Planning support from consultants as needed

3.03 Consultant Support

Description

Consultant support may be needed to execute studies or project costs estimates to advance projects, as approved by the Policy Board. Studies or project support may, depending on the scope, be conducted by a firm under the PDC/TPO on-call firm, or through an individually executed scoping/bidding process. Staff may contract multiple consultants to optimize funding or utilize specific expertise. Consultant agreements will include provisions for products to be presented for the project.

Product

Summary and documentation of study or project support, if any.

Budget: \$TBD

Completion Date: June 30, 2026

Lead: CVPDC Staff

3.04 Staff Coordination for Consultant Support Projects

Description

CVTPO staff will assist project consultant(s) in project execution of VDOT, FHWA, USDOT funded projects, including participation in project management meetings, oversight of

public outreach and involvement activities, including surveys, website updates, and public meeting planning, documentation, and marketing; coordination with funding agencies to ensure proper documentation; and assistance in final product dissemination to project partners and stakeholders. Projects for staff support include the Long Range Transportation Plan (LRTP) Update, the USDOT Safe Streets for All Planning Grant to develop the Comprehensive Safety Action Plan, and the USDOT Thriving Communities Program, which incorporates all of the CVTPO planning area.

Product

Summary and documentation of all staff activity in support of consultant-funded projects.

Budget: \$TDB**Completion Date:** June 30, 2026**Lead:** CVPDC Staff**3.05 ~~Diversity, Inclusion, and Environmental Justice~~ Public Participation in Programs and Projects****Description**

Ongoing public consultation and public participation to guide transportation planning. Our planning process should be ~~inclusive-developed to encourage broad stakeholder participation and, where applicable, eliminate barriers that may discourage or limit participation by individuals, as a result of physical limitations, location access, or limited English proficiency, or any other factor, from participating in a transportation program or project. The CVTPO staff will, where appropriate and needed, and strive to establish public information and program participation methods that support participation, including work to allocate benefits fairly to concentrations of poverty, minorities, disability people with disabilities, persons with limited English proficiency, or any other federally protected groups.~~ Included will be the execution of the Four Factor Analysis, an evaluation methodology as outlined in the *CVPDC Title VI Implementation Plan*, that evaluates the need for program translation, interpretation, or other targeted outreach process. ~~Utilization of Census data tools, or similar instrument, and the utilization of a USDOT Environmental Justice Screening and Mapping Tool (e.g., EJScreen) to evaluate and guide project public outreach and communication strategies will be employed. The Environmental Justice evaluations will also be used in all grant and program evaluations, per the CVPDC Title VI Implementation Plan and the CVTPO Public Participation Plan.~~ Each project will include a tailored outreach and public communication, participation campaign that will be tailored to the unique needs of the project and/or program.

~~To ensure compliance and enhancement of Environmental Justice and Title VI regulations, the CVTPO staff will report, as required, to all Federal and State agencies regarding Title~~

[VI and program public participation](#) VDOT's Civil Rights Division regarding the CVTPO's activities and practices.

Products

- ~~Updated-Maintained~~ CVPTO website.
- Documentation of [program and project outreach and public participation activities, utilization of the CVTPO Public Participation Plan and CVPDC Title VI Implementation Plan](#) project evaluation, including confirmation of environmental justice mapping evaluation and Four-Factor Analysis evaluation on all programs and projects.
- ~~Activities to include documented Environmental Justice and Title VI response to VDOT's Civil Rights Division, as requested.~~

Budget: \$TDB

Completion Date: June 30, 2026

Lead: CVPDC Staff

Section I – FY2026 Rollover

The CVPDC will directly rollover a portion of the FY2026 funds for the execution of future identified priority program or project initiatives that will be developed as a result of the CVTPO Multimodal, Comprehensive Safety Action Plan, and Long-Range Transportation Plan (LRTP) – Horizon 2050 initiatives.

Budget: \$TDB

Completion Date: June 30, 2027

SECTION II – FTA, VDRPT, CVTPO FUNDED ACTIVITIES

4.01 Program Support and Administration

Description

CVTPO Staff will participate in program management and operation of continuing, comprehensive, and coordinated (3-C) planning process activities. The primary objectives are to implement the FY 2026 UPWP throughout the fiscal year; execute all required administrative functions, including all accounting, personnel, contract, and office administration; and to support the activities of the CVTPO through the preparation of agendas, attendance, and scheduling meetings, reports, minutes, and other duties, as needed, for the CVTPO board and subcommittees.

This task provides for the execution of any necessary amendments and for preparation for the following year's UPWP. Additionally, this task includes staff participation in GLTC Board meetings, GLTC committee meetings, and additional community stakeholder meetings (e.g., Centra Health Community Health Initiative) where coordination advances identified safety, system access, and/or multimodal transportation initiatives that support transit access. This activity includes all Federal and State program coordination and program reporting.

Product

- Efficient office operation
- Accurate financial information
- Preparation of quarterly reports and billing, and the various direct and indirect supporting roles to the CVTPO
- Amendments to current and preparation of future UPWP.

Budget: \$TBD

Completion Date: June 30, 2026

Lead: CVPDC Staff

4.02 General Development and Comprehensive Planning

Description

This item provides ongoing transportation planning support services for GLTC and the CVTPO. The CVTPO will provide data gathering and analysis resources as requested and will be available to assist any regional transit agency in their planning efforts. The items in this section are geared toward increasing the safety, security, and accessibility of the transportation system to motorized and non-motorized users and improve the integration

and connectivity of the transportation network. Finally, project activities are developed to support GLTC efficient system operation and management.

Included within this program task is continued support to the comprehensive multimodal plan within the City of Lynchburg. This project element ~~is will be~~ executed through a consultant-led effort and supported by CVTPO staff. The project ~~will be~~ a data and stakeholder-driven planning process to improve and expand an interconnected transportation network providing safe access by all users – transit, pedestrian, bicycle, vehicular – to City resources. The multimodal plan will include programs, policy and partner recommendations to support a robust multimodal network.

Tasks

1. Maintain a current database of GLTC stops and routes.
2. Support implementation of GLTC's Transit Strategic Plan (FY2019-2028). Initiatives include assisting GLTC with any examinations of existing transit services, reviewing funding sources, and assisting in public stakeholder engagement and other activities, as needed, that contribute to the implementation of the GLTC Strategic Plan and articulated program goals. This action may include transit route analysis for modified or expanded transit services and changes in the route schedule.
3. Continued CVTPO staff assistance and guidance to the comprehensive multimodal plan to evaluate existing resources (GIS layers), consider socio-economic, demographic, and socio-economic factors, bike and pedestrian first and last mile connectivity, route, and primary destination factors. This action will provide the data and supporting program funding foundation to guide short- and long-term infrastructure, program, and service efficiency actions. This action includes assistance, as needed, in additional grants, policy, programming, or implementation projects that are identified or arise as a project of the multimodal planning effort. This action will result in a planning document to facilitate future actions and directly support the GLTC Transit Strategic Plan (FY2019 – 2028). This activity includes stakeholder meeting coordination and public outreach program execution in coordination with the project consultant.
4. Support ADA (Americans with Disabilities Act) Bus Stop accessibility improvements, with a focus on the most heavily use stops. CVTPO staff will work closely with program stakeholders and data evaluation (e.g., bus stop boarding/alighting) to guide system improvements.
5. Assist GLTC in ridership origin and destination analysis utilizing StreetLight data. This effort will serve to assist GLTC in learning where their passengers start and end destinations; the evaluation of sidewalk, bike, and other modal access improvement decisions; provide an understanding of those areas outside of the route/stop areas

where service needs that could be improved with route adjustments; and provide planning information for future service route considerations and route adjustments. CVTPO staff, in coordination with GLTC staff and stakeholders, will assist in pulling, evaluating, and presenting information in a report format.

6. As requested, assist GLTC in developing rider surveys to help with routes and new technology existing riders use. This effort includes coordinating with the [Central Virginia Commuter Services, the CVPDC Commuter Assistance Program \(CAP\)](#), to evaluate the effectiveness of route and system marketing campaigns through surveys and stakeholder communication.
7. General Transit Planning: CVPDC staff will, as needed, incorporate transit components into other agency and Work Program studies and plans and support urban transit service planning and any rural area or other agency, including park and ride or other commuter assistance program activities.
8. This effort will provide for CVTPO staff to coordinate with GLTC and Lynchburg City staff with a land use, transit-oriented redevelopment planning process along 12th Street, Church Street to Kemper, and Kemper, 12th Street to Kemper Street Station. This foundational transit-oriented development plan will consider reusing this essential GLTC transit route corridor. Staff [guides the will assist in grant administration, program documentation, public outreach, and federal program documentation and program guidance of the USDOT Thriving Communities Program grant](#) award.
9. **Execute a GLTC Bus Stop Inventory and Facility Recommendation Plan. The project effort will evaluate the existing condition and facility amenities, to include right-of-way information, surface material/condition, and shelter existence. The inventory will be GIS-based. In the review of facility condition, the evaluation of right-of-way, necessary approvals, and evaluation metric to guide future shelter and other stop amenities will be included in the Stop Facility Recommendation Plan.**
10. Execute a Timberlake GLTCs Service Expansion Study. This project will be executed in partnership with GLTC, Campbell County staff, Timberlake Businesses, and the public to evaluate the interest and need for public transit service expansion along Timberlake Road. The project will include execution of business and public survey(s) and public input and business meetings. Study will also include the next step and execution funding opportunities.

Commented [KH2]: Each bullet area highlighted in yellow represent new project initiatives developed per discussion and request from Josh Moore, General Manager, GLTC.

Commented [ET3R2]: DRPT is developing a bus stop assessment survey tool. I've attached the draft data standards report in my email.

Commented [ET4]: This sounds like a great idea especially paired with the 12th street TOD study.

Products

- A current database of GLTC [routes, microtransit area, and stop information s](#) will be sent to the City of Lynchburg's GIS department at least yearly.
- An up-to-date bus stop database will be maintained by CVTPO staff.
- A multi-modal connectivity network document that will identify short-term and long-term first and last-mile recommendations, including ADA accessibility stop improvements. Efforts may include programmatic recommendations to improve rider experience and choice rider promotion efforts.
- Execution of data analysis, surveys, applications, and planning reports for GLTC as requested.

Budget: \$TBD

- \$ Consultant
- \$ staff

Completion Date: Ongoing through December 31, 2026

Lead: CVPDC Staff

Commented [ET5]: Recommend also providing GIS data for routes and microtransit areas.

DRAFT

4.03 Long Range Transportation Plan Update

Description

The CVTPO will ~~begin~~ continue the CVLRTP Year 2050 update process. Integral to the LRTP update will be integration of identified GLTC program and project priorities to advance multimodal network improvements that support safe and efficient system access and new technology utilization to advance efficient system improvements. This section also includes execution of any adjustments of the CVLRTP - Year 2045 updates as requested.

Commented [KH6]: Use of "continue" reflects that the LRPT update process will be underway when the FY26 UPWP begins

Products

- Provide public assistance and information and prepare for any necessary updates of the CVLRTP 2045 and provides foundation for CVLRTP 2050 update.

Budget: \$TBD

Completion Date: June 30, 2026

Lead: CVPDC Staff

4.04 Transportation Improvement Program

Description

CVTPO Staff will oversee the development and maintenance of the Central Virginia Transportation Improvement Program (TIP), preparation of TIP amendments, and transportation project intergovernmental review efforts. Any transit-related TIP projects - including bicycle and pedestrian facilities providing transit service access - are included within TIP amendment activities. The TIP program supports the economic vitality within the metropolitan area by enabling productivity and efficiency.

Products

- Development and approved CVTIP.
- Updated TIP maps.
- TIP amendments.
- Intergovernmental review of transportation projects.

Budget: \$TDB

Completion Date: June 30, 2026

Lead: CVPDC Staff

FY26 CVTPO UPWP

Proposed Expenditures

CVTPO Program Expenditures	FHWA/FTA	STATE	LOCAL	TOTAL
SECTION I - FHWA & VDOT ACTIVITIES				
1.00 Administration				
1.01 General Admin & Operations				
1.02 Work Program Administration				
Subtotal				
2.00 Long Range Planning				
2.01 Long Range Transportation Plan (CVL RTP)				
2.02 Transportation Improvement Program (CVTIP)				
Subtotal				
3.00 Technical Assistance				
3.01 General Technical Assistance				
3.02 Multimodal Transportation Planning				
3.03 Consultant Support				
3.04 Consultant Studies Support (staff)				
3.05 Environmental Justice				
Subtotal				
FY25 Direct FY26 Rollover				
SECTION I TOTAL				
SECTION II - FTA & DRPT ACTIVITIES				
4.01 Program Support & Administration				
4.02 General Dev. & Comprehensive Planning				
4.03 Long Range Transportation Plan (CVL RTP)				
4.04 Transportation Improvement Program (CVTIP)				
Subtotal				
Section II - FTA & DRPT FY24 Rollover*				
4.01 Program Support & Administration				
4.02 General Dev. & Comprehensive Planning				
4.03 Long Range Transportation Plan (CVL RTP)				
4.04 Transportation Improvement Program (CVTIP)				
FY26 Subtotal				
SECTION II TOTAL				
FY26 UPWP PROGRAM TOTAL				

Commented [ET7]: Have narratives previously been included for rollover tasks? I can confirm.

*FTA/DRPT FY25 rollover amount is an estimate and may change according to task completion dates.

Federal Transportation Planning Emphasis Areas

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have requested the inclusion of eight priority areas of emphasis in the work conducted through the UPWP. The CVTPO work program endeavors to align with these federal emphasis areas in developing planning programs and projects that address the transportation goals and challenges identified in the region.

1. Tackling the Climate Crisis - Transition to a Clean Energy, Resilient Future

Ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change.

2. Equity and Justice⁴⁰ in Transportation Planning

Advance racial equity and support for underserved and disadvantaged communities, ensuring public involvement reflects various perspectives, concerns, and priorities. Using [Executive Order 14008](#) and [M-21-28](#) comprehensive approach to advancing environmental justice by stating that at least 40% of the benefits from many grants, programs, and initiatives flow to disadvantaged communities.

3. Complete Streets

A complete street is safe and feels safe for everyone using the street. Arterial roadways are prone to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. These roads should have safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities as necessary to access destinations, thus making them “complete streets. A safe and complete network for bicycles may be achieved by safe, comfortable facilities located on the roadway, adjacent to the road, or on a nearby parallel corridor. Prioritizing safety improvements and speed management on arterials are essential to creating complete travel networks for those without access to single-occupancy vehicles. This vision is not achieved through a one-size-fits-all solution - each complete street is unique and developed to best serve its community context and its primary role in the network.

4. Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. Part of the overall public involvement approach is utilizing Virtual Public Involvement (VPI) tools while ensuring continued public participation by individuals without access to computers and mobile devices.

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Commented [KH8]: I am assuming this entire element should be removed. I have gone to the FHWA website but do not see details on Planning Emphasis Areas. Suggestions or known factors to include are welcomed.

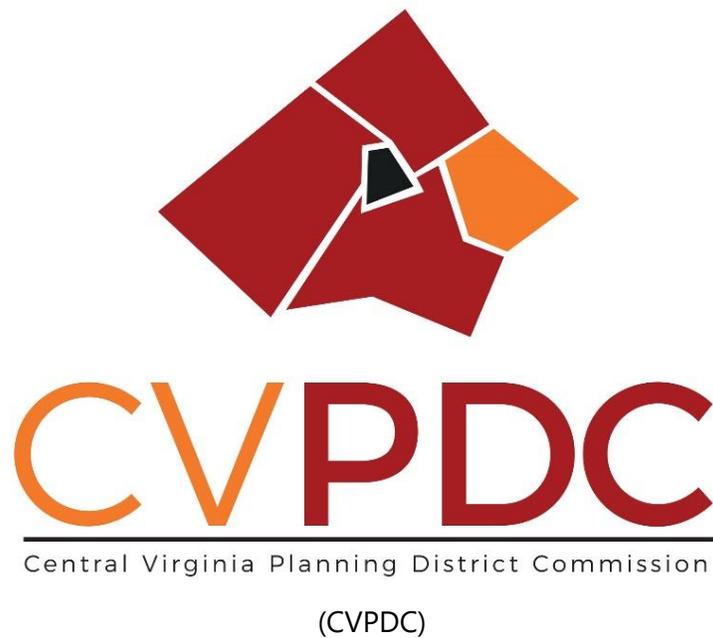
Commented [ET9R8]: I found an FTA Circular (C 8100.1D) on their UPWP page that says PEAs remain in effect until superseded by new ones. I think it is fine to keep this for the time being unless new PEAs are provided.

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5. Strategic Highway Network (STRAHNET) / U.S. Department of Defense (DOD) Coordination
Coordinate with DOD representatives in transportation planning and programming processes on infrastructure and connectivity needs for STRAHNET routes and public roads that connect to DOD facilities. STRAHNET is the network of highways that provides connecting routes to military installations, industries, and resources essential to national security. It is a subset of the National Highway System and is important to the national strategic defense policy by providing access, continuity, and emergency transportation of personnel and equipment for defense purposes.
6. Federal Land Management Agency (FLMA) Coordination
Coordinate with FLMAs in transportation planning and programming processes on infrastructure and connectivity needs related to access routes and other public roads that connect to Federal lands, including exploring opportunities to leverage transportation funding to support access and transportation needs of FLMAs before projects are programmed into the TIP.
7. Planning and Environment Linkages (PEL)
PEL is an approach to decision-making that considers environmental, community, and economic goals early in the transportation planning process. Information, analysis, and products developed during planning inform the environmental review process of proposed investments and aim to serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.
8. Data in Transportation Planning
Data sharing between state, regional, and local levels on issues such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety.

RURAL TRANSPORTATION PLANNING WORK PROGRAM

Fiscal Year (FY) 2025 – 2026



828 Main Street, 12th Floor
Lynchburg, VA 24504
434-845-3491
www.cvpdc.org

Transportation Technical Committee (TTC) Recommendation

CVPDC Policy Board Adoption

TABLE OF CONTENTS

RESOLUTION	3
INTRODUCTION	4
Purpose	7
SECTION I PROGRAM ADMINISTRATION	
1. Rural Transportation Planning Management.....	8
2. Rural Transportation Planning Work Program.....	8
SECTION II PROGRAM ACTIVITIES	
1. General Technical Assistance.....	9
2. Town of Bedford Stormwater Inventory.....	10
3. Multimodal Corridor and Active Transportation Activities.....	11
BUDGET SUMMARY TASKS	12

CVPDC Resolution

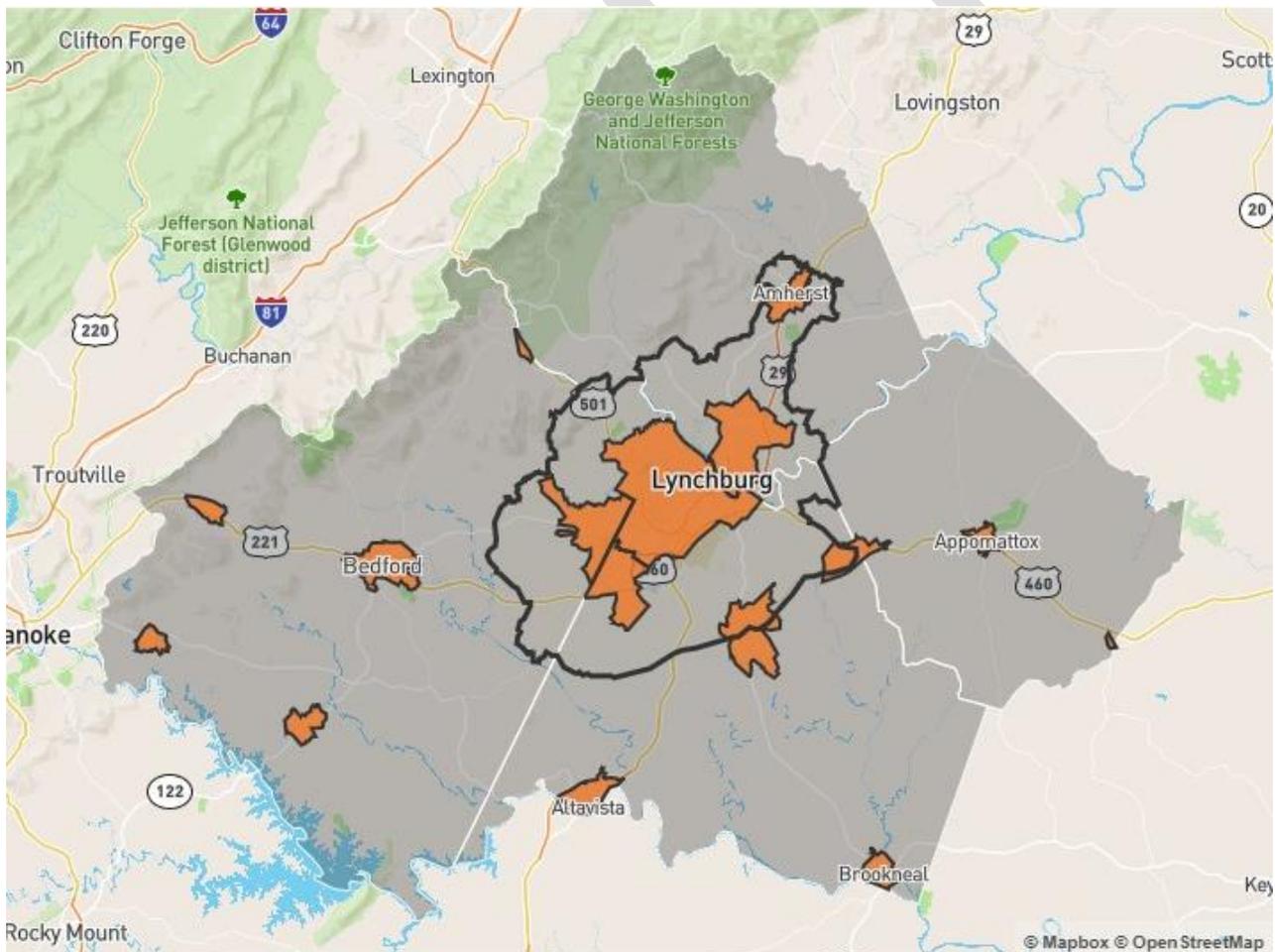
DRAFT

INTRODUCTION

The CVPDC is established under section 15.2-4200 of the Code of Virginia as one of 21 planning districts that serve the local governments of the Commonwealth. The CVPDC works to provide services for member localities and identify and develop opportunities for coordination among the region's local governments. The CVPDC area encompasses the Counties of Amherst, Appomattox, Bedford, and Campbell.

The CVPDC encourages and facilitates collaboration among local governments, businesses, citizen organizations, and other interested parties. The goal is to address challenges and opportunities of greater-than-local significance and build regional approaches to issues like transportation planning, economic development, solid waste management, and legislative priorities. The map below shows the localities in the PDC planning area.

CVPDC Communities



Transportation planning includes long-range planning, transit planning, corridor studies, bicycle and pedestrian planning, and land use planning. PDC staff also coordinates the RIDE Solutions program in the region, which provides alternative transportation options such as ridesharing (carpooling and vanpooling), biking, public transit, walking, and "guaranteed ride home" services to those residents living in our communities.

The CVPDC provides staffing and technical support for both urban and rural transportation planning throughout the PDC service area. While the Central Virginia Transportation Planning Organization (CVTPO) has authority over the urbanized areas of the Counties of Amherst, Bedford, Campbell, and the City of Lynchburg, the CVPDC Policy Board focuses on the planning process carried outside the TPO boundaries. The CVPDC Policy Board is the key decision-making board for the region's rural areas. It consists of the following members from each locality and others as designated in accordance with the bylaws:

- an elected official
- an appointed official
- two members of the General Assembly
- one representative from the CVPDC

Both the urban and rural transportation planning programs are guided in their execution by the Transportation Technical Committee (TTC). As warranted, the TTC may include representatives from interest groups and local citizens:

- City of Lynchburg Planning and Engineering Divisions
- Amherst County Community Development Division
- Appomattox County Community Development Division
- Bedford County Community Development Division
- Campbell County Community Development Division
- Town of Altavista Planning or Administration Department
- Town of Amherst Planning or Administration Department
- Town of Appomattox Planning or Administration Department
- Town of Bedford Planning or Administration Department
- Town of Brookneal Planning or Administration Department
- Up to one citizen with technical knowledge from each of the member jurisdictions
- Lynchburg District Virginia Department of Transportation (VDOT)
- Salem District VDOT
- Virginia Department of Rail and Public Transit (DRPT)
- Greater Lynchburg Transit Company (GLTC)
- Lynchburg Regional Airport
- Liberty University

Title VI Implementation Plan

The CVPDC gives public notice that it complies with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 (Public Law 100.259), and all related statutes. The CVPDC ensures that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity for which the CVPDC receives federal funding. CVPDC furthermore commits to making every effort to ensure nondiscrimination in executing all programs and activities, regardless of funding origin.

The CVPDC has developed the CVPDC Title VI Implementation Plan to articulate the process by which the CVPDC, in the execution of all programs, will endeavor to ensure nondiscrimination with regard to race, color, national origin, income, gender, age or disability in the execution of program communication, public participation, planning and programming, consultant contracts, and education and training.

The full document can be found on the CVPDC website at www.cvpdc.org.

American Disability Act (ADA)

The CVPDC shall not, in accordance with Title II of the Americans with Disabilities Act of 1990 (ADA), discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. Should any individual with whom you represent, need a reasonable accommodation, such as translation or interpretation services, to attend a CVPDC program public meeting or participate in any program activity (e.g., public survey), please contact the CVPDC ADA Compliance Officer Kelly Hitchcock, 434-845-3491 or kelly.hitchcock@cvpdc.org as soon as possible and no later than 48 hours before a scheduled public event.

Any person who believes he, she, or any specific person has been subjected to discrimination prohibited by Title VI or ADA may file a written complaint with the CVPDC Title VI Coordinator. Said complaint must be submitted no later than 180 days after the date of the alleged discrimination instance. Please contact Kelly Hitchcock, Title VI Coordinator, via phone at 434-834-3491 or email at kelly.hitchcock@cvpdc.org for more information. You may also directly file a complaint utilizing the Title VI Discrimination Complaint Form, which you can find on the website at www.cvpdc.org.

PURPOSE

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. 505 (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 FY26, each planning district commission / regional commission with 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 administrative work programs of the Transportation and Mobility Planning Division (TMPD).

The scope of work shall include specific activities as requested by VDOT and the Federal Highway Administration (FHWA). 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 determining the eligibility of studies for inclusion as part of this work program are based on 23 U.S.C. 505, State Planning and Research.

I. PROGRAM ADMINISTRATION (\$29,000.00)

Background and Objective

This work element aims to provide oversight of regional transportation planning and programming efforts and facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process.

1. Rural Transportation Planning Management \$27,000.00

Description

This activity includes all program management and administrative responsibilities not directly attributable to specific program activities. This task has two defined objectives: (1) the administration of transportation planning work program activities; and (2) the completion of necessary contracts, invoices, progress reports, correspondence, and grant applications supporting the work program. Activities include, but are not limited to, the following:

- Completion and submission of necessary agreements and contracts, invoices, progress reports, correspondence, and grant applications supporting the work program.
- Prepare meeting agenda minutes and resolutions, arrange for and attend meetings, trainings, and conferences.
- Preparation for and attendance at CVPDC Transportation Technical Committee (TTC) meetings and required and necessary VDOT, FHWA, or other transportation local, state, or federal partner meetings, training, workshops, and conferences, as necessary, to enhance the rural transportation planning program.
- Prepare the Rural Transportation Planning Work Program and scope of work, manage program funds, and provide outreach and data assistance. This includes executing any adjustments or alterations in project scope or funding.
- Maintain Title VI and Americans with Disabilities Act (ADA) compliance and ensure environmental justice, non-discrimination, and equity, including consultation with appropriate groups, committees, and community representatives by implementing the approved Title VI and Public Participation Plan.
- Review, as necessary, consultant contracts or supplements and monitor consultant contracts, negotiations, and work progress on corridor studies and plans employing consultants.

Products

The primary result of this task should be a well-functioning transportation program.

2. Rural Transportation Planning Work Program \$2,000.00

Description

This task provides for the annual preparation of the Rural Transportation Planning Assistance Program – Scope of Work for the upcoming fiscal year. This also includes executing any amendments or revisions to the existing scope of work and providing necessary outreach and data development to support current Scope completion and future year Scope development.

Products

The FY 2026-2027 Rural Transportation Planning Work Program documents the activities to be accomplished by the Central Virginia Planning District Commission staff in the upcoming fiscal year. It will also include any scope of work amendments or revisions.

SPR Funds (80%) **\$23,200.00**

PDC Funds (20%) **\$ 5,800.00**

Total Budgeted Expenditure for Program Administration **\$29,000.00**

II. PROGRAM ACTIVITIES (\$43,500.00)**Background and Objective**

Address regionalized transportation issues identified through coordination with local, state, and federal transportation stakeholders, including but not limited to CVPDC Transportation Technical Committee (TTC), VDOT, FHWA, and FTA.

1. General Technical Assistance \$32,000.00**Description**

This task allows for assistance to localities, VDOT, and USDOT on transportation-related activities on an individual or regional basis as needed.

This task includes, but is not limited to, the following:

- Complete any outstanding items from the FY25 Scope of Work.
- Participate in VTrans meetings regarding needs consolidation, prioritization, recommendations, and SMART SCALE regional meetings.
- Participate in meetings and training regarding Title VI and Environmental Justice.
- Ensure that completed projects include as integral in the planning process the 2021 articulated FHWA Planning Emphasis Areas – actions that support resiliency and clean energy transition; advance equity and underserved communities; support Complete Street and multimodal networks; advance diverse public involvement; support the Strategic Highway Network; coordination with Federal Land Management Agencies; incorporates environmental impact evaluation; and advances and supports continued transportation planning and programming data development, sharing, and analysis.
- Participate in the VDOT, OIPI, and USDOT meetings held in the region and, as requested, provide a display to serve as an outreach to the region’s citizens.
- Participate in outreach meetings and review data pertaining to VTrans and other appropriate efforts as requested by VDOT throughout the fiscal year.
- Coordinate with VDOT, USDOT, and stakeholders on meeting performance measures goals.
- Coordinate with local stakeholders, VDOT, and localities, developing project pipeline studies, including recommendation development and public involvement.

- Provide transportation technical input and resources to the PDC's localities outside of the MPO area to improve the overall effectiveness and efficiency of the transportation network.
- Development, as requested, comment and review of the transportation chapter of Comprehensive Plans from partner localities.
- Program support duties as required by VDOT, FHWA, and the PDC. This action includes executing the yearly VDOT Rural Park and Ride Lot Count and Condition Assessment.
- GIS training activities, program development, and necessary software provision for GIS use as a tool in transportation projects and planning efforts.
- Enhancement and maintenance of a website.
- Provide education, information, and referral assistance to localities on local transportation planning committees such as the Lynchburg Regional Transportation Advocacy Group (Lynchburg Regional Business Alliance) and local chamber of commerce transportation committees.
- Writing transportation planning grants, including VDOT Transportation Alternatives Program, SMART SCALE, Revenue Sharing, HSIP, and USDOT Federal Program grants (e.g., Safe Streets and Roads for All) as requested by program partners. This task includes any research and plan development necessary to support grant application efforts.
- Evaluation and review of special situations such as significant traffic generators, site plans, elderly and handicapped needs, and para-transit projects, as needed.
- Compile all available current and future land use GIS layers/attribute data from local comprehensive plans within the Planning District Commission boundaries. 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 to accomplish this task. The information gathered will be used to update existing land use data within the Statewide Planning System and augment data for the Statewide Travel Demand Model 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 to allow this data to be captured via GIS. VDOT-TMPD will provide detailed instructions and templates to provide consistency across the state.
- Association, National Association of Development Organizations, Virginia Association of Planning District Commissions, and similar organizations.
- Enhance and maintain the transportation component of the CVPDC website.
- Facilitate the coordination of and adoption of the CVPDC Comprehensive Safety Action Plan by member localities. Assist, as requested, with grant or programs and/or projects, funded through the USDOT Safe Streets and Roads for All grant, such that additional USDOT Safe Streets and All funding, VDOT SMART SCALE or HSIP, or other program funding (e.g. DMV) to support execution of identified Safety Action Plan safety strategies. within the CVPDC rural areas to ensure representation and evaluation in the regional planning project.

Products

Specific technical assistance products requested by member local governments and other partner agencies or as needed to support other elements of this Work Program.

2. Multimodal Corridor and Active Transportation Activities \$11,500.00

Description

The following items will be accomplished in support of active transportation planning efforts. These items coordinate with the Safe Streets and Roads for All (SS4A) and general regional active transportation and multimodal program initiatives. Task items include, but are not limited to, the following:

- Grant assistance.
- Multimodal education, outreach, and event development and execution (e.g., Bike Month).
- Active Transportation Webinar Series
- Roadway Right-of-Way use evaluation for creating pedestrian-friendly, safe, and community-driven multimodal corridors (e.g., tactical urbanism) within local and VDOT-maintained roadways.
- Assemble bicycle and pedestrian recommendations from comprehensive plans and standalone bicycle and pedestrian plans into a GIS shapefile.
- Support the State partners, VDOT, DCR, and Virginia Office of Trails in developing region-wide evaluation of current and future connection corridors.

Product

A summary report of the above-referenced activities.

SPR Funds (80%)	\$34,800.00
PDC Funds (20%)	\$ 8,700.00
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Total Budgeted Expenditure for Program Activities	\$43,500.00

<u>FY25 Budget Summary Tasks</u>	VDOT (SPR) 80%	PDC (Match) 20%	Total 100%
<u>Program Administration</u>			
1. Rural Transportation Planning Management	\$21,600.00	\$5,400.00	\$27,000.00
2. FY 25-26 Rural Work Program Development	\$1,600.00	\$400.00	\$2,000.00
Total Program Administration	\$23,200.00	\$5,800.00	\$29,000.00
<u>Program Activities</u>			
1. General Technical Assistance	\$25,600.00	\$6,400.00	\$32,000.00
2. Multimodal Corridor and Active Transportation Activities	\$9,200.00	\$2,300.00	\$11,500.00
Total Program Activities	\$34,800.00	\$8,700.00	\$43,500.00
Total Rural Program Activities	\$58,000.00	\$14,500.00	\$72,500.00

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