



Roanoke Valley-Alleghany

**REGIONAL**  
**commission**

## **Fiscal Year 2023 Work Program**

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# Regional Commission Staff

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## Leadership

- Jeremy Holmes, *Executive Director*
- Niles Comer, *Director of Roanoke Valley Collective Response*
- Sherry Dean, *Director of Finance*
- Cristina Finch, AICP, LEED AP, *Director of Transportation*
- Andrea Garland, *Director of RIDE Solutions*
- Eddie Wells, AICP, *Director of Community Development Programs*

## Planning and Program Staff

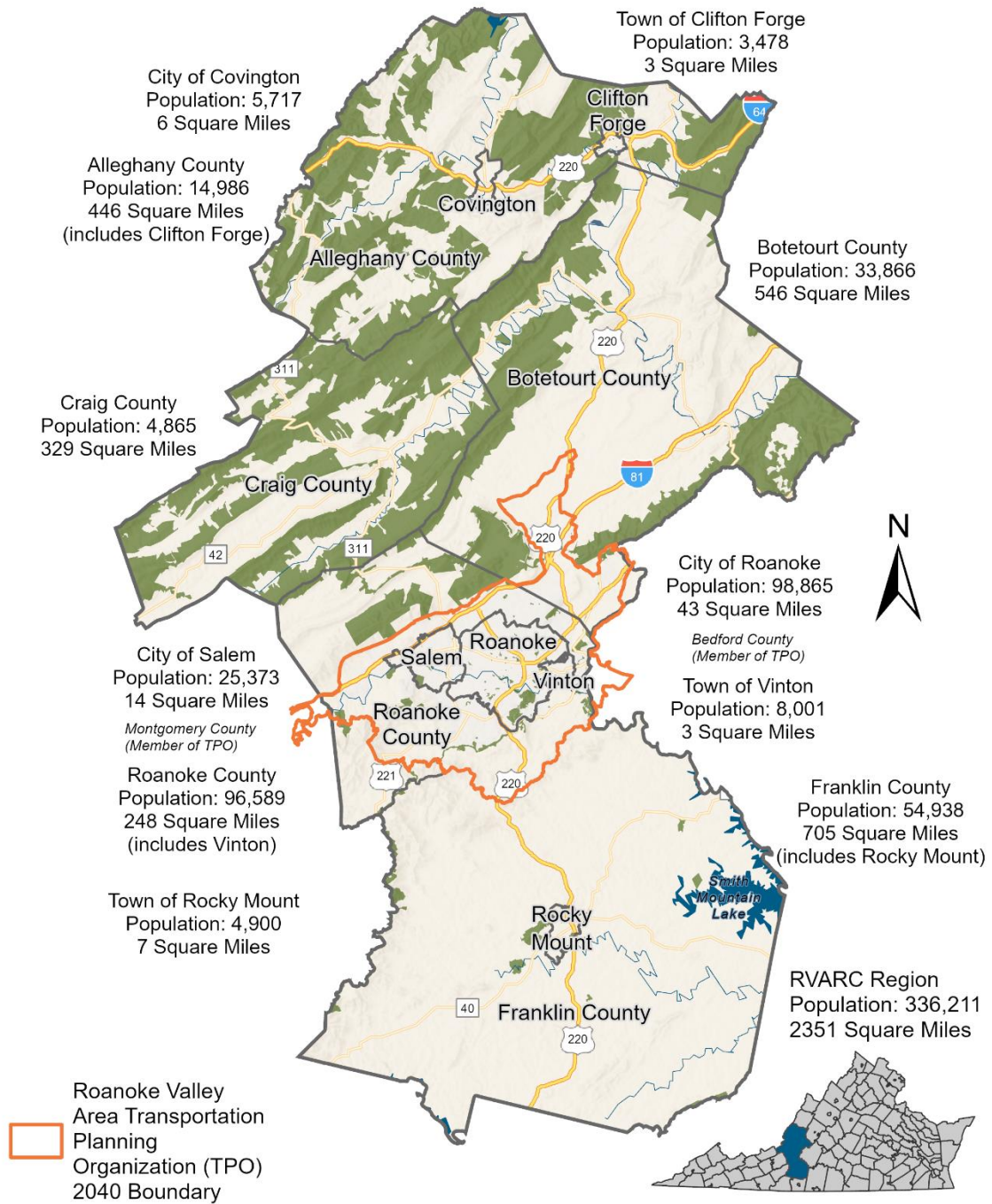
- Robin Bruns, *Regional Planner II*
- Elizabeth Elmore, *Public Engagement Manager*
- Bryan Hill, AICP, CZA, *Regional Planner III*
- Gabriel Irigaray, *Regional Planner I*
- Amanda McGee, AICP, *Senior Planner*
- Virginia Mullen, *Office Manager*
- Jonathan Stanton, *Transportation Planner II*
- Alison Stinnette, *Transportation Planner I*

## Certifications:

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AICP	American Institute of Certified Planners
CZA	Certified Zoning Administrator
LEED AP	Leadership in Energy & Environmental Design Accredited Professional
LEED GA	Leadership in Energy & Environmental Design Green Associate

# Our Service Area



# Overview

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The annual Comprehensive Work Program is the basis for achieving the objectives and strategies outlined in the Roanoke Valley-Alleghany Regional Commission's Strategic Plan. The Commission strives to maximize its limited staff and resources by developing a comprehensive work plan based on current and anticipated needs and priorities of the region, while providing flexibility to take advantage of opportunities as they arise over the year.

The Work Program process is reviewed by a Work Program Committee, established annually by the Chair of the Commission. The Work Program Committee provides guidance on strategic focus areas for the year, as well as approval of new and ongoing projects. Projects are submitted by Commission members, local Chief Administrative Officials, and staff of planning and economic development departments of member governments, and are accepted depending on available staff time, funding, and alignment with strategic priorities. From time to time, projects submitted by regional organizations or nonprofits may be considered on a fee basis or under one of the Commission's existing funding sources as approved by the Commission and impacted member government(s).

To meet State and Federal requirements several program areas are required to have specially formatted work programs which are also submitted and approved separately from the RVARC work program. While these work programs are separate documents, a summary of their activities is included in this document for reference.

## Changes in the FY23 Work Program Development Process

This document reflects an evolution in how projects are incorporated into the Commission's program of work. In previous years, projects were submitted and scored in January and February of each year, involving a combination of Commission staff and the Work Program Committee to evaluate a project's merits and available resources. However, it was determined through conversations with locality administrators and stakeholders, as well as the FY23 Work Program Committee, that this system sometimes left little room throughout the subsequent program year for the Commission to flexibly respond to new situations and opportunities. In addition, projects submitted during the traditional winter review period may drastically change scope or become deprioritized altogether in the subsequent year. FY22 proved a prime example of this, as the work program for the year had been developed in winter of 2021 when the COVID-19 pandemic still held a deleterious effect in over the activities and capacities of all levels of government. By the time the work program was in effect, in July of 2021, the federal picture of increased funding opportunities through EDA, ARC the Bipartisan Infrastructure Law, and more rendered much of the Commission's initial plans moot.

As a result, the FY23 Work Program Committee and Commission staff made changes to focus on the Commission's core work, provide opportunities for rolling project acceptance and more technical support throughout the year, and improved processes for accepting, scoping, and tracking project projects and performance.

What this document will show is a focus on our core, ongoing regional and local projects, those projects that may have been submitted and accepted during the usual winter project submission period, and information on the strategic priorities of the Commission. In future work programs, we expect this document will also include a review of those projects accepted over the previous year and a report on their outcomes, with an eye to building on those successes in subsequent years.

The Commission expects this to be the first step in an ongoing evolution, working with the Board, our localities, and other stakeholders to review and constantly improve our project outcomes. We expect this will move the Commission towards becoming a more flexible, dynamic, responsive, and proactive organization in identifying and meeting regional priorities.

## Strategic Priorities

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The Roanoke Valley-Alleghany Regional Commission has identified its Comprehensive Economic Development Strategy (CEDS) plan as the organization's strategic plan. In addition, the Commission completed a strategic planning effort in 2019 that identified several goals focused on communications, improving staff capacity, and strengthening the organization.

It is the intention for the Commission to undertake an updated comprehensive strategic planning effort in the coming years. In the interim, the strategic goals for this work program are derived from both the CEDS and the 2019 Strategic Plan.

Our strategic priorities are as follows:

### **I. Economic Growth**

- A. The Commission will ensure the region has adequate infrastructure in place to facilitate the growth of higher-wage industry clusters and to ensure connectivity with regions nationally and globally. (CEDS 2022)
- B. The Commission will improve the Multimodal Transportation Network of the Roanoke Valley-Alleghany Region. (CEDS 2022)

### **II. Quality of Life**

- A. The Commission will address resiliency through coordination of the Regional Pre-Disaster Mitigation Plan, COVID-19 response activities, and CEDS. (CEDS 2022)
- B. The Commission will seek to reuse existing underutilized commercial, institutional, and industrial properties and target them for redevelopment. (CEDS 2022)
- C. The Commission will seek to ensure that the region offers a strong and diverse mix of housing opportunities. (CEDS 2022)

### **III. Sustainability**

- A. The Commission will seek to maintain and promote the region's natural beauty as well as its cultural amenities and seek sustainable growth opportunities. (CEDS 2022)

### **IV. Communication and Outreach**

- A. Project a positive identity for the Roanoke Valley - Alleghany Region. (CEDS 2022)
- B. The Commission will improve Communication among RVARC and its stakeholders. (2019 Strategic Plan)
- C. The Commission will improve engagement among RVARC and its members. (2019 Strategic Plan)

### **V. Organizational Capacity**

- A. The Commission will adequately prepare for the future. (2019 Strategic Plan)

## VI. Local Technical and Implementation Support

- A. The Commission will continue in its role as a convener of regional stakeholders on issues of more than local significance and implementer of programs on behalf of our local government members.

In the project listings, below, projects will reference which strategic priority or priorities they support by reference to the category (I – VI) and subcategory (A – C) of each priority.

## Regional Support Activities

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Regional support activities are non-transportation programs that support two or more localities. Transportation projects are contained in the Unified Planning Work Program of the Roanoke Valley Transportation Planning Organization.

### Assistance to the Blue Ridge Interagency Council on Homelessness

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Staff will continue coordination of the BRICH and related tasks as needed to encourage and facilitate cooperation between local governments, service providers and community-based organizations to address homelessness in the Blue Ridge Continuum of Care region.

<i>Strategic Priorities</i>	II.A, VI.A
<i>Deliverables</i>	Continued coordination of the BRICH and technical support and administration
<i>Localities Served</i>	Cities of Covington, Roanoke, and Salem; Counties of Alleghany, Botetourt, Craig, and Roanoke; and Towns of Clifton Forge and Vinton.
<i>Project Leader</i>	Bryan Hill
<i>Funding and Hours</i>	Local - 20 hours

### Better Bus Stops for Neighborhoods

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Staff will work with the City of Roanoke, Valley Metro, and neighborhood partners to contract several artistic bus shelters in targeted communities.

<i>Strategic Priorities</i>	I.B
<i>Deliverables</i>	Bus stop construction in targeted neighborhoods in Roanoke City
<i>Localities Served</i>	City of Roanoke
<i>Project Leader</i>	Andrea Garland
<i>Funding and Hours</i>	CDBG – 229 hours

### Chesapeake Bay Watershed Planning

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Staff will work with the Department of Environmental Quality, relevant Soil and Water Conservation Districts, and localities to undertake Phase III of the statewide Chesapeake Bay Watershed initiative. Focus will be on identifying effective combinations of DEQ best management practices and cost estimates for implementation.

<i>Strategic Priorities</i>	III.A, VI.A
<i>Deliverables</i>	Grant writing and technical assistance, environmental education, coordinate stakeholder group meetings, and project support.
<i>Localities Served</i>	Cities of Covington, Counties of Alleghany, Botetourt, Craig, and Roanoke, and the Town of Clifton Forge
<i>Project Leader</i>	Gabriel Irigaray

### Commuter Assistance Program (RIDE Solutions)

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Staff will operate the regional Commuter Assistance Program, RIDE Solutions, providing carpool matching, transit assistance, walking and bicycle transportation support, to commuters and employers in the region. Staff will also coordinate with the Telework!VA and Vanpool!VA program to offer employer telework program support and vanpool startup services. Social media and public relations strategies applied to the program will communicate opportunities and activities within the region, while also promoting the program’s quality of life improvements outside of the region.

<i>Strategic Priorities</i>	I.B, III.A, IV.A
<i>Deliverables</i>	Ongoing commuter and employer support services
<i>Localities Served</i>	Cities of Covington, Roanoke, and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton
<i>Project Leader</i>	Andrea Garland
<i>Funding and Hours</i>	DRPT CAP- 2,236 hours

### Public Relations and Outreach

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The staff will continue with publication of brochures, newsletters, website update, social media and other outreach activities to promote activities and programs of the Commission. Staff will research and build a new website for RVARC and RVTPO. Staff will continue implementing the Public Relations and Communications Plan.

<i>Strategic Priorities</i>	IV.A, IV.B, IV.C
<i>Deliverables</i>	Various newsletters, documents, news releases, and digital media products.
<i>Localities Served</i>	Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton.
<i>Project Leader</i>	Elizabeth Elmore
<i>Funding and Hours</i>	Local - 265 hours

### Regional Greenway Technical Assistance (Recreational)

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Staff will be responsible for data collection from trail counters on local recreational greenways and trails including the Appalachian Trail. Staff will work to maintain materials, calibrate data, and expand count locations as needed. Staff will provide other assistance for greenways if feasible.

<i>Strategic Priorities</i>	I.B, III.A, VI.A
<i>Deliverables</i>	Trail counts, mapping and other data that will be used to support grant applications and justify expenditures on greenways and trails.
<i>Localities Served</i>	Cities of Roanoke and Salem, Counties of Botetourt and Roanoke, and Town of Vinton
<i>Project Leader</i>	Amanda McGee
<i>Funding and Hours</i>	Local - 140 hours

### Regional Hazard Mitigation Plan Update

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Staff will prepare an update to the regional hazard mitigation plan to meet FEMA requirements and retain local government eligibility for disaster assistance funding. Staff will support identification of hazards, assessments of risks, and prioritize mitigation actions that reduce the effects of natural hazards and prevent losses to life and property.



<i>Strategic Priorities</i>	II.A, III.A
<i>Deliverables</i>	Update to the Roanoke Valley-Alleghany Regional Hazard Mitigation Plan
<i>Localities Served</i>	Counties of Alleghany, Botetourt, Craig and Roanoke, Cities of Covington, Roanoke, and Salem, Towns of Buchanan, Clifton Forge, Fincastle, Iron Gate, New Castle, Troutville, and Vinton.
<i>Project Leader</i>	Robin Bruns
<i>Funding and Hours</i>	VDEM - 140 hours

### **Regional Leadership Collaboration**

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Staff will coordinate and facilitate regular meetings of the Mayors and Chairs, as well as Chief Administrative Officials in the region. Staff will continue to work with the Regional Coalition for Economic Development on future leadership trips.

<i>Strategic Priorities</i>	IV.A, IV.C
<i>Deliverables</i>	Organize and attend meetings.
<i>Localities Served</i>	Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton.
<i>Project Leader</i>	Jeremy Holmes
<i>Funding and Hours</i>	Local - 100 hours, ARC – 120 hours, EDA -100 hours

### **Regional Stormwater Management Technical Assistance**

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Staff will assist Municipal Separate Storm Sewer System (MS4) localities in developing regional stormwater branding, education, and public outreach and continue coordination of the regional stormwater advisory committee.

<i>Strategic Priorities</i>	III.A, VI.A
<i>Deliverables</i>	Quarterly meetings, technical assistance to localities.
<i>Localities Served</i>	Cities of Roanoke and Salem, Counties of Botetourt, Franklin, and Roanoke and the Town of Vinton.
<i>Project Leader</i>	Gabriel Irigaray
<i>Funding and Hours</i>	Local - 150 hours

### **Regional Travel Survey**

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Staff will develop a region-wide survey to gauge travel habits, behaviors, and opinions from the general public, the results of which will drive the upcoming Commuter Assistance Program Strategic Plan and other future planning projects.

<i>Strategic Priorities</i>	I.A, I.B, IV.A
<i>Deliverables</i>	Survey results
<i>Localities Served</i>	Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton.
<i>Project Leader</i>	Andrea Garland
<i>Funding and Hours</i>	FTA - 210 hours

### **Regional Water Supply Plans Update**

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Staff will assist local governments in responding to Department of Environmental Quality concerning water deficits as covered in the State Plan.

*Strategic Priorities* I.A, II.A  
*Deliverables* Craig-New Castle, Roanoke Valley, and Upper James water supply plans  
*Localities Served* Cities of Covington, Roanoke, and Sale, Counties of Bedford, Botetourt, Craig, Franklin, and Roanoke, the Towns of Boones Mill, Buchanan, Clifton Forge, Fincastle, Iron Gate, New Castle, Rocky Mount, Troutville, and Vinton  
*Project Leader* Amanda McGee  
*Funding and Hours* Regional - 90 hours

### **Roanoke River Public Blueway Mapping & Promotion**

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Staff will continue development and promotion of the Roanoke River Blueway.

*Strategic Priorities* III.A, IV.A, VI.A  
*Deliverables* Marketing, grant writing, and mapping.  
*Localities Served* Cities of Roanoke and Salem, Counties of Franklin and Roanoke and Town of Vinton.  
*Project Leader* Amanda McGee  
*Funding and Hours* Local - 120 hours, EDA – 124 hours

### **Roanoke Valley Broadband Authority**

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Staff will assist the regional broadband authority by providing technical assistance for mapping, board meetings, and planning activities.

*Strategic Priorities* I.A  
*Deliverables* Data, maps and documentation to support grant applications and FCC filing.  
*Localities Served* Cities of Roanoke and Salem, Counties of Botetourt, Roanoke and Franklin, Town of Boones Mill  
*Project Leader* Robin Bruns  
*Funding and Hours* Roanoke Valley Broadband Authority – 72 hours

### **Roanoke Valley Collective Response**

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The Commission will organize the regional response to the addiction crisis by convening stakeholders to identify and develop programs, communicate resources to the public, create a recovery ecosystem through the deployment of a peer recovery network, and the support of recovery housing options.

*Strategic Priorities* II.A, VI.A  
*Deliverables* Stakeholder meetings, grantwriting, service coordination  
*Localities Served* Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton.  
*Project Leader* Niles Comer  
*Funding and Hours* ARPA - , SAMHSA -

### **Roanoke Valley Urban Forestry Council, VOF and Arbor Day Grants**

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Staff will continue to serve on the Roanoke Valley Urban Forestry Council and conduct or assist with other urban forestry activities as requested, including the Annual Roanoke Urban Tree Health Care Workshop.

*Strategic Priorities* III.A, VI.A  
*Deliverables* Technical assistance, grant writing.

*Localities Served* Cities of Roanoke and Salem, Roanoke County and Town of Vinton.  
*Project Leader* Amanda McGee  
*Funding and Hours* Local – 100 hours

### Triple Crown Management Plan Technical Assistance

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The proposed plan will address issues relating to management of the recreational assets associated with the Appalachian Trail, McAfee Knob, Dragons Tooth and Tinker Cliffs to promote sustainability and responsible use. The project will be coordinated by the Appalachian Trail Conservancy in partnership with local governments, RVARC, the Roanoke Valley Greenway Commission, the National Park Service, Virginia's Blue Ridge, Virginia Tech, the US Forest Service and other key stakeholders.

*Strategic Priorities* I.A, III.A, IV.A  
*Deliverables* Technical Assistance to a Visitor Use Management Plan.  
*Localities Served* City of Roanoke and counties of Botetourt and Roanoke.  
*Project Leader* Amanda McGee  
*Funding and Hours* ARC – 60 hours, Local – 20 hours (also Greenways and Local Gen Tech)

### Virginia Housing PDC Housing Development Grant Implementation

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Provide oversight and quality control on the implementation of the Virginia Housing PDC Development grant towards the construction of a minimum of 20 affordable housing units in the region.

*Strategic Priorities* II.C  
*Deliverables* Quality control and reimbursement of contractor expenses, 20+ units  
*Localities Served* Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton.  
*Project Leader* Bryan Hill  
*Funding and Hours* Virginia Housing - 633 hours

### Western Virginia Regional Industrial Facility Authority

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Provide staff assistance for meetings, financial management and operations of the Western Virginia Regional Industrial Facility Authority.

*Strategic Priorities* I.A, II.B  
*Deliverables* Staff support.  
*Localities Served* Cities of Roanoke and Salem, Counties of Botetourt, Franklin and Roanoke; and the Town of Vinton.  
*Project Leader* Sherry Dean  
*Funding and Hours* WVRIFA - 362 hours

## Local Support Activities

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Local support activities are non-transportation projects that support a single locality. Transportation projects are contained in the Unified Planning Work Program of the Roanoke Valley Transportation Planning Organization.

## City of Roanoke Bike/Ped Planning Support

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Staff will provide support to the City of Roanoke for the mapping of bicycle infrastructure, including routes and bicycle parking; development of new bike routes and implementation in the Ride with GPS mobile app; develop a bike parking program; and support the 2023 bicycle safety media campaign.

<i>Strategic Priorities</i>	I.B, III.A, VI.A
<i>Deliverables</i>	Maps, media materials, bike racks
<i>Localities Served</i>	City of Roanoke
<i>Project Leader</i>	Andrea Garland
<i>Funding and Hours</i>	Local - 205 hours

## Franklin County Trail Counters

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Staff will be responsible for data collection from trail counters on Franklin County trails and assist county staff with data provision and analysis.

<i>Strategic Priorities</i>	I.B, III.A, VI.A
<i>Deliverables</i>	Trail counts and reporting.
<i>Localities Served</i>	Franklin County
<i>Project Leader</i>	Amanda McGee
<i>Funding and Hours</i>	Local - 75 hours

## City of Roanoke Bicycle/Pedestrian Support

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Provide planning and outreach support for bicycle and pedestrian programs, including support for the City's Vision Zero plan.

<i>Strategic Priorities</i>	I.B, IV.A, VI.A
<i>Deliverables</i>	Technical Assistance for Bicycle and Pedestrian Planning.
<i>Localities Served</i>	Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig and Roanoke and Towns of Clifton Forge and Vinton
<i>Project Leader</i>	Andrea Garland
<i>Funding and Hours</i>	City of Roanoke - 223 hours

## Roanoke County Septic Pump-Out Pilot Program

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RVARC will partner with Roanoke County to implement a septic system pump-out and education program funded through the Virginia Environmental Endowment (VEE). The project will provide 150 cost-free septic pump-outs to Roanoke County residents over a three-year period.

<i>Strategic Priorities</i>	III.A
<i>Deliverables</i>	Program coordination and implementation
<i>Localities Served</i>	Roanoke County
<i>Project Leader</i>	Gabriel Irigaray
<i>Funding and Hours</i>	VEE – 80 hours (Bay HOURS for match needed here?)

## Economic Development Administration

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The Roanoke Valley-Alleghany Region was designated an Economic Development District in XXXX, and the Commission now receives planning funds to carry out the development and implementation of the Comprehensive Economic Development Strategy. The EDA requires a separate comprehensive work

plan for that program, but certain local and regional project requests can be funded under the EDA partnership planning grant. Some of those projects are noted below.

### **Comprehensive Economic Development Strategy**

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Staff will work with the localities to promote economic development in the region, including updating the Comprehensive Economic Development Strategy required by the Economic Development Administration; continue to support tourism initiatives with grant writing and coordination of project activities.

<i>Strategic Priorities</i>	I, II, and III
<i>Deliverables</i>	Updated CEDS
<i>Localities Served</i>	Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig and Roanoke and Towns of Clifton Forge and Vinton
<i>Project Leader</i>	Eddie Wells
<i>Funding and Hours</i>	From EDA Gen Tech – 1,549 Hours

### **Regional Food System Planning**

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Staff will continue to coordinate the Local Foods Committee to promote economic development, healthy living, environment and natural resources stewardship within the region. Staff will work with our member governments to promote regional agribusiness/agritourism initiatives, sites, and activities.

<i>Strategic Priorities</i>	IV.A, IV.C
<i>Deliverables</i>	Developing regional partnerships to implement the Roanoke Valley Local Food Plan
<i>Localities Served</i>	Cities of Roanoke and Salem, Counties of Botetourt, Craig, Franklin and Roanoke and Towns of Rocky Mount and Vinton.
<i>Project Leader</i>	Amanda McGee
<i>Funding and Hours</i>	From EDA Gen Tech – 1,549 Hours

## **Appalachian Regional Commission**

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The Roanoke Valley-Alleghany Regional Commission partners with the multi-state Appalachian Regional Commission (ARC) to provide planning support, technical assistance, and grant-writing assistance to those localities located within the ARC: the counties of Alleghany, Botetourt, and Craig, the City of Covington and the Town of Clifton Forge. ARC funding provides a wide range of allowable activities, from transportation and community development, to natural resources management and tourism promotion, to industrial site development and infrastructure investment. Like the EDA program above, ARC activities are listed in their own comprehensive work program, but certain local and regional projects may be completed in whole or in part with ARC funding. Some of those ongoing and FY23 requests are listed below.

### **Alleghany County Economic Impact of Outdoor Recreation**

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Inventory and analyze existing outdoor recreational amenities, determine impact on tourism and broader local economic impact, leading to the development of an Outdoor Recreation Plan to strengthen and take advantage of existing amenities and develop new ones.

<i>Strategic Priorities</i>	I.A, II.A
<i>Deliverables</i>	Outdoor Recreation Plan
<i>Localities Served</i>	Alleghany County, City of Covington, Towns of Clifton Forge and Iron Gate

*Project Leader* Robin Bruns  
*Funding and Hours* ARC - 220 hours

### **Covington Downtown Revitalization**

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Staff will continue to assist with a DHCD funded planning grant in cooperation the City of Covington and Olde Town Covington’s Revitalization to address concerns and opportunities around the Downtown Business Core. Enhancements to this area would increase foot traffic; ameliorate blight and identify opportunities for historic preservation and/or restoration; address ADA compliance issues; and enhance building utilization both on the ground floor and upper levels to examine further "Main Street Living".

*Strategic Priorities* I.A, II.B, II.C  
*Deliverables* Grant writing and technical assistance  
*Localities Served* City of Covington  
*Project Leader* Eddie Wells  
*Funding and Hours* ARC – 15 hours

### **Craig County Zoning Ordinance Changes for Energy Uses**

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Identify and recommend potential zoning ordinance changes regarding small scale utility solar facilities and small residential wind turbines.

*Strategic Priorities* VI.A  
*Deliverables* Recommended ordinance changes.  
*Localities Served* Craig County  
*Project Leader* Amanda McGee  
*Funding and Hours* ARC – 55 hours

### **Craig County Comprehensive Plan Update**

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Assist Craig County with an update of its Comprehensive Plan

*Strategic Priorities* III.A  
*Deliverables* Updated Comprehensive Plan  
*Localities Served* Town of Clifton Forge  
*Project Leader* Eddie Wells  
*Funding and Hours* ARC – 114 hours

### **Town of Clifton Forge Parks and Recreation Grants**

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Assistance on grant application to develop an “all abilities” park and make improvements at other Town owned parks and trails.

*Strategic Priorities* III.A  
*Deliverables* Grant writing and technical assistance  
*Localities Served* Town of Clifton Forge  
*Project Leader* Robin Bruns  
*Funding and Hours* ARC- 80 Hours

### **Town of Fincastle Planning Grant Assistance**

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Assist the Town of Fincastle with application and implementation of a townwide planning grant to address economic, historic preservation, recreation, and transportation needs.

*Strategic Priorities* I.A, II.B, III.A, VI.A

*Deliverables* Grant writing and technical assistance  
*Localities Served* Town of Fincastle  
*Project Leader* Eddie Wells  
*Funding and Hours* From ARC Gen Tech – 1,008 hours

### **Town of Fincastle Zoning Ordinance Update**

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Assist the Town of Fincastle with an update of its zoning ordinance.

*Strategic Priorities* III.A  
*Deliverables* Update zoning ordinance  
*Localities Served* Town of Fincastle  
*Project Leader* Eddie Wells  
*Funding and Hours* From ARC Gen Tech – 1,008 hours

### **Upper James Resource Conservation & Development Council**

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Staff will continue to serve on the Upper James RC&D Council and attend quarterly meetings.

*Strategic Priorities* Technical assistance to Upper James RC&D.  
*Deliverables* Various newsletters, documents, news releases, and digital media products.  
*Localities Served* City of Covington, Counties of Alleghany, Botetourt and Craig and Town of Clifton Forge.  
*Project Leader* Gabriel Irigaray  
*Funding and Hours* ARC - 60 hhours

### **Water and Wastewater System Grants**

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Assistance on grant applications for water and wastewater system improvements and repairs for the towns of Clifton Forge and Iron Gate.

*Strategic Priorities* I.A, VI.A  
*Deliverables* Grant writing and technical assistance  
*Localities Served* Towns of Clifton Forge and Iron Gate  
*Project Leader* Gabriel Irigaray  
*Funding and Hours* From ARC Gen Tech – 1,008 hours

## **Roanoke Valley Transportation Planning Organization**

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The Roanoke Valley Transportation Planning Organization (RVTPO) manages transportation planning activities within the census-defined urbanized core of the Roanoke Valley-Alleghany Region. This includes the counties (or portions thereof) of Roanoke, Botetourt, Bedford, and Montgomery; the cities of Roanoke and Salem; and the town of Vinton.

The RVTPO is staffed by the Regional Commission.

Among the key activities of the RVTPO is the development and maintenance of the region's long-range transportation plan, management of the Transportation Improvement Program process, support for regional SMART SCALE applications, and management of the Surface Transportation Block Grant program. RVTPO staff also manage numerous short- to mid-range planning efforts as well.

Projects undertaken by the RVTPO are documented in the annual Unified Planning Work Program (UPWP).

## Other Activities

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The Regional Commission takes on a number of other tasks focused on capacity building within the organization, staff development, and general technical support for local governments

### Bicycle Friendly Business

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The Roanoke Valley Alleghany Regional Commission will strive to improve its ranking in the League of American Bicyclists' *Bicycle Friendly Business* rankings.

<i>Strategic Priorities</i>	III.A, V.A
<i>Deliverables</i>	Silver-level Bicycle Friendly Business designation
<i>Localities Served</i>	Commission operations
<i>Project Leader</i>	Andrea Garland
<i>Funding and Hours</i>	Local – 50 hours

### Diversity, Equity, and Inclusion

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The Commission will incorporate principles of diversity, equity, inclusion in all new hire opportunities as well as in our public engagement efforts to assure Commission staff and public input reflect the diversity of experiences in our community.

<i>Strategic Priorities</i>	V.A
<i>Deliverables</i>	Various
<i>Localities Served</i>	Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton
<i>Project Leader</i>	Jeremy Holmes
<i>Funding and Hours</i>	Local – 25 hours

### General Technical Assistance

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The staff will research, develop, maintain, and analyze data for use in a variety of technical and planning support activities, including issues related to federal and state legislation relevant to the region.

<i>Strategic Priorities</i>	IV.B, IV.C, VI.A
<i>Deliverables</i>	Technical assistance
<i>Localities Served</i>	Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton
<i>Project Leader</i>	Staff
<i>Funding and Hours</i>	Local - 564 hours, ARC - 225 hours, EDA-630 hours

### Grant Writing

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The staff will continue to aid localities in writing grant applications and researching funding opportunities for regional and local development projects.

<i>Strategic Priorities</i>	IV.C, VI.A
<i>Deliverables</i>	Grant applications



<i>Localities Served</i>	Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton.
<i>Project Leader</i>	Staff
<i>Funding and Hours</i>	ARC - 150 hours, Local - 150 hours

## Green Initiative

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The Regional Commission will undertake a number of internal sustainability efforts focused on reducing its carbon footprint while showing a positive ROI on its utility bills and related building performance expenses. The Green Initiative will also include internalizing programs of the RIDE Solutions program to serve as examples for other business outreach efforts. Commission staff will communicate impacts to stakeholders and the public.

<i>Strategic Priorities</i>	III.A, IV.B, V.A
<i>Deliverables</i>	Reduction in utility bills, capital improvement plan
<i>Localities Served</i>	Commission operations
<i>Project Leader</i>	Amanda McGee
<i>Funding and Hours</i>	Local - 50

## National, State, Regional and Local Collaborative Efforts

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Staff will promote and assist with regional planning initiatives by participating in the following local, regional, state and national organizations.

### National

- Development District Association of Appalachia and Network Appalachia
- National Association of Development Organizations Board of Directors
- Southeastern Regional Directors Institute Board of Directors
- Rural Planning Organizations of America Council of Peers

### State

- Virginia Association of Metropolitan Planning Organizations
- Virginia Association of Planning District Commissions
- Virginia Chapter of the American Planning Association Legislative Affairs Committee

### Regional

- Blue Ridge Interagency Council of Homelessness
- Blue Ridge Transportation Safety Board
- Greater Roanoke Workforce Development Board
- Healthy Roanoke Valley
- I-81 Corridor Coalition
- Regional Stormwater Management Committee
- RADAR Advisory Committee
- Roanoke Regional Chamber of Commerce Board
- Roanoke Regional Chamber of Commerce – Transportation Advocacy Committee
- Roanoke Regional Housing Network
- Roanoke Valley Greenway Commission
- Roanoke Valley Urban Forestry Council
- United Way Community Investment Council
- Upper Roanoke River Roundtable Advisory Committee
- Upper James River Resource Conservation and Development District (RC&D)

- Valley Metro Advisory Committee
- Virginia Western Community College-Integrated Environmental Studies Advisory Group

Local

- City of Roanoke School System ROTEC Advisory Committee

*Strategic Priorities* IV.B, IV.C, V.A  
*Deliverables* Meeting participation and technical support as necessary  
*Localities Served* Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton.  
*Project Leader* Staff  
*Funding and Hours* Local - 50 hours, ARC - 50 hours, EDA-50 hours

### White Paper Development

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Staff will identify, research, and public technical reports on a variety of issues that affect the region. White papers will provide general but region-specific context for local, statewide, or national issues, such as questions surrounding census analysis, funding opportunities, impact of pending federal legislation, etc. White papers will be developed as needed as determined by staff or requested by localities.

*Strategic Priorities* IV.B, IV.C, VI.A  
*Deliverables* White paper technical reports  
*Localities Served* Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton.  
*Project Leader* Jeremy Holmes  
*Funding and Hours* Local - 50 hours, ARC - 50 hours, EDA-50 hours

### Workshops

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The staff will continue to participate in various required workshops related to funding agencies, continuing education and outreach.

*Strategic Priorities* IV.C, V.A  
*Deliverables* Workshop attendance and action report submitted to Executive Director  
*Localities Served* Cities of Covington, Roanoke and Salem, Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke and the Towns of Clifton Forge, Rocky Mount and Vinton.  
*Project Leader* Staff  
*Funding and Hours* Local - 498 hours ARC – 100 hours

## Appendix A: Acronym Definitions

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AICP	American Institute of Certified Planners
APA	American Planning Association
ARC	Appalachian Regional Commission
CAC	Citizens Advisory Committee
CDBG	Community Development Block Grant
CLRMTP	Constrained Long Range Multimodal Transportation Plan
CMP	Congestion Management Plan
CTB	Commonwealth Transportation Board
DEQ	Department of Environmental Quality
DGA	Designated Growth Area
DHCD	Department of Housing & Community Development
EAC	Early Action Compact
EJ	Environmental Justice
EPA	Environmental Protection Agency
ESG	Emergency Services Grant
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GHG	Green House Gases
GIS	Geographic Information System
GRTC	Greater Roanoke Transit Company
IMPLAN®	Impact Analysis for Planning Software
LEP	Limited English Proficiency
LRTDMP	Long Range Transportation Demand Management Plan
L RTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization (also see TPO)
MSA	Metropolitan Statistical Area
NTD	National Transit Database
PBAC	Regional Pedestrian & Bicycle Advisory Committee
PDC	Planning District Commission
PL	Planning funds (Virginia Department of Transportation)
RADAR	Roanoke Area Dial-a-Ride
RSTP	Regional Surface Transportation Program
RVARC	Roanoke Valley-Alleghany Regional Commission
RVTP	Roanoke Valley Transportation Planning
RVBA	Roanoke Valley Broadband Authority
SPR	State Planning Research funds (Virginia Department of Transportation)
STIP	State Transportation Improvement Program
SYIP	Six Year Improvement Plan
TA	Transportation Alternatives
TDM	Transportation Demand Management
TDP	Transit Development Plan
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TPO	Transportation Planning Organization (also see MPO)
UDA	Urban Development Area
UPWP	Unified Planning Work Program

USDOT	United States Department of Transportation
UHSTS	Unified Human Services Transportation System
VAPDC	Virginia Association of Planning District Commissions
VDEM	Virginia Department of Emergency Management
VDOT	Virginia Department of Transportation
VDRPT	Virginia Department of Rail & Public Transportation
VSTP	Virginia Surface Transportation Plan
VTRANS	Virginia Statewide Long-Range Transportation Plan
WIB	Workforce Investment Board