



Roanoke Valley-Alleghany

REGIONAL commission

rvarc.org

313 Luck Avenue, SW | Roanoke, Virginia 24016 | P: 540.343.4417 | F: 540.343.4416 | rvarc@rvarc.org

January 18, 2024

The January meeting of the Roanoke Valley-Alleghany Regional Commission will be held as follows:

DATE:	Thursday, January 25, 2024
TIME:	3:00 p.m.
LOCATION:	Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room). 313 Luck Ave., SW, Roanoke, VA

Please Note: RVARC's elevator is under maintenance and currently not in operation. Please contact Bryan Hill, RVARC's ADA Coordinator, at bhill@rvarc.org to request remote participation if you need ADA accommodations. We apologize for the inconvenience!

AGENDA

1. Call to Order, Roll Call, Introductions *Chair Wallace*
2. **Action Requested:** Approval of Consent Agenda Items *Chair Wallace*
 - A. Approval of Agenda
 - B. December 14, 2023 RVARC Minutes, pp. 3 – 37
 - C. Financial Reports Ending December 31, 2023, pp. 38 – 41

ACTION REQUESTED: Approval of consent agenda items, voice vote
3. Chair's Remarks *Chair Wallace*
4. Executive Director's Report..... *Jeremy Holmes*
5. Appointment of At Large Member to the Executive Committee *Chair Wallace*
ACTION REQUESTED: Appointment, voice vote
6. Approval of Revised FY24 Budget, pp. 42 – 43 *Jeremy Holmes*
ACTION REQUESTED: Approval, voice vote
7. Work Program Committee Appointments, p. 44..... *Jeremy Holmes*
ACTION REQUESTED: Appointment, voice vote

Member Governments: Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, Cities of Covington, Roanoke and Salem, Towns of Clifton Forge, Rocky Mount and Vinton



- 8. Roanoke City FY25 HUD Grant Application – Better Bus Stops for Neighborhoods*Andrea Garland*
 - 1. Program – Scope, pp. 45 – 51
 - 2. **ACTION REQUESTED:** Approval of Certification of Application, p. 52

- 9. 2023 Greater Roanoke Region Travel Survey.....*Andrea Garland*
ACTION REQUESTED: No action

- 10. Regional Commission’s Committees Reports
 - A. Blue Ridge Interagency Council on Homelessness Report *Bryan Hill*
 - B. Roanoke River Blueway Advisory Committee Report..... *Gabriel Irigaray*
 - C. Roanoke Valley Collective Response Advisory Committee Report *Robert Natt*
 - D. Comprehensive Economic Development Committee Report *Eddie Wells*
 - E. Legislative Committee Report..... *Jeremy Holmes***ACTION REQUESTED:** No action

- 11. Other Business

- 12. Comments from Commission Members and/or the Public

- 13. Adjournment

The meeting will be live streamed on the Regional Commission’s Facebook page at <https://www.facebook.com/rvarc>.

Public Input Policy

“At the end of each Regional Commission meeting, the Commission will allow for an open public forum/comment period. This comment period shall not exceed one-half hour in length and each speaker will be asked to sign up and be allowed a maximum of three (3) minutes to speak.”

ADA Compliance

The Roanoke Valley-Alleghany Regional Commission intends to comply with the Americans with Disabilities Act and confirms that the office located at 313 Luck Avenue, SW, Roanoke, VA is ADA compliant. If you have a disability and wish to request assistance or a special accommodation, please inform Bryan Hill at 540-343-4417 or bhill@rvarc.org no later than 48 hours in advance of the posted meeting.



MINUTES

The combined November – December meeting of the Roanoke Valley Alleghany Regional Commission was held on Thursday, December 14, 2023, at 3:00 p.m. at the Roanoke Valley-Alleghany Regional Commission office, 313 Luck Avenue, SW, Roanoke, VA. The meeting was streamed live via the Regional Commission’s Facebook page at <https://www.facebook.com/rvarc>.

1. WELCOME, CALL TO ORDER, INTRODUCTIONS

Chair Wallace called the meeting to order at 3:00 p.m. A quorum was present.

VOTING MEMBERS ATTENDING

Billy Martin, Sr.	Botetourt County
Steve Clinton	Botetourt County
Dawn Erdman	City of Roanoke
Barbara Duerk	City of Roanoke
Peter Volosin	City of Roanoke
Jim W. Wallace III, <i>Chair</i>	City of Salem
Denise King	City of Salem
Hunter Holliday	City of Salem
Keri Green	Franklin County
Phil North, <i>Chair</i>	Roanoke County
Lee Osborne	Roanoke County
David Radford	Roanoke County
Debbie Laudermilk	Town of Clifton Forge
Chuck Unroe	Town of Clifton Forge
Robert Wood	Town of Rocky Mount
Richard “Pete” Peters	Town of Vinton
Mayor Brad Grose	Town of Vinton

VOTING MEMBERS ABSENT

Reid Walters	Alleghany County
James Griffith	Alleghany County
Gary Larrowe	Botetourt County
Mayor Tom Sibold	City of Covington
Allen Dressler	City of Covington
Stephanie Moon Reynolds	City of Roanoke
Dan Collins	Craig County
Jesse Spence	Craig County
Lorie Smith, <i>Vice Chair</i>	Franklin County
Chris Whitlow	Franklin County

Member Governments: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke, Cities of Covington, Roanoke and Salem, Towns of Clifton Forge, Rocky Mount and Vinton



Mike Carter
Dean Martin, *Treasurer*
David Clements

Franklin County
Roanoke County
Town of Rocky Mount

Others Present: Teresa Hammond, Alleghany Highlands Chamber of Commerce and Tourism; Mark Moore, Town of Rocky Mount; Daniel Pinard, Town of Rocky Mount; Dianna Epperly, Robinson Farmer Cox Associates, Anne Marie Green, Council of Community Services.

Staff: Jeremy Holmes, Gabriel Irigaray, Bryan Hill, Virginia Mullen, and Elizabeth Elmore.

2. **ACTION REQUESTED: APPROVAL OF CONSENT AGENDA ITEMS**

The Consent Agenda items were as follows:

- A. Approval of Agenda
- B. September 28, 2023, RVARC Minutes
- C. Financial Reports Ending October 31, 2023

Chair Wallace noted that item #7 NRV Passenger Rail Authority Update will be postponed due to Mr. Kevin Byrd not being able to attend today's meeting.

MOTION: by Billy Martin to approve consent agenda items (A), as amended and (B) and (C), as presented. The motion was seconded by David Radford.

Regional Commission Action: Motion carried unanimously.

3. **REMARKS BY THE CHAIR**

- Chair Wallace noted that today's meeting is being livestreamed on the Commission's Facebook page. This is part of an ongoing effort to improve public awareness of the important work undertaken by the Regional Commission.
- Chair Wallace announced that the Regional Commission is the recipient of \$100,000 from the Appalachian Regional Commission through its Ready Appalachia initiative. This program, via funding from the Inflation Reduction Act, provides capacity-building resources for the ARC's partner local development districts, of which RVARC is one. With this grant, the Commission will build a bench of professional grant writing staff which its ARC communities – Alleghany, Botetourt, Craig, Covington, and Clifton Forge – can access to fully pay for the development and submission of Federal grants. The Commission is releasing a Request for Qualifications to begin creating the bench and hopes to fully launch the program after the new year.



- Chair Wallace reported that the Regional Commission staff recently attended the Blue Ridge Rising 2-State Summit in Blowing Rock, North Carolina. This initiative of the Blue Ridge Parkway Foundation was the first time that representatives of all twenty-nine counties along the Parkway in both North Carolina and Virginia were in one place. Blue Ridge Rising is a strategic economic development initiative focused on the Parkway's gateway communities – in our region, Franklin, Roanoke, and Botetourt counties. Some projects explored at the summit were new wayfinding initiatives, travel itineraries with connections to local dining and hospitality options, workforce development through youth conservation corps and assistance in applying the jobs within the NPS, trail and greenway development on NPS land, expanded engagement with land trusts to protect Parkway viewsheds, and more. Opportunities to connect with Foundation staff on these issues and more will be forthcoming.
- Chair Wallace recognized Mr. Phil North (RVARC Chair- October 2021 through October 2023) and thanked him for his service and dedication.
- Chair Wallace recognized Ms. Virginia Mullen for the great work organizing the annual dinner at the Preserve at Crooked Run in Botetourt County.
- Chair Wallace welcomed the new citizen representative from Franklin County, Keri Green. Ms. Green is very much involved in the Franklin County community, including her service on the Smith Mountain Lake Association.

4. EXECUTIVE DIRECTOR'S REPORT

- Mr. Holmes commented that the elevator is out of order and the staff is in the process of getting it renovated but the process will take a while. In the meantime, anyone that needs ADA accommodation is encouraged to reach out to staff.
- Mr. Holmes reported that The Regional Commission is currently undertaking an update of its strategic plan with the assistance of SERDI (the Southeastern Regional Directors Institute). The update of the plan in a post-Covid world with new challenges and opportunities for the region is a critical step in understanding the role the Commission can play in fostering the success of the Roanoke Valley-Alleghany region, and how can best support both the local government members and many regional partners.
- Mr. Holmes distributed a handout with IJJA Funding Opportunities for Local Governments from Capitol Funding Solutions (the handout is included with the Minutes).

5. ACCEPTANCE OF THE FY23 AUDIT



Diana Epperly presented an overview of the FY23 RVARC Audit Report (previously distributed with the agenda packet). Additional handout “Roanoke Valley-Alleghany Regional Commission Summary Financial Data” was also handed out to members (the handout is included with the Minutes). Ms. Epperly reported that the audit went extremely well and that the Commission received an unmodified opinion on the financial statements and the government auditing standards opinion was also clean with no findings to report.

MOTION: by Phil North to approve the Roanoke Valley Alleghany Regional Commission’s FY2023 Audit Report, as presented. The motion was seconded by Billy Martin.

Regional Commission Action: Motion carried unanimously.

6. **LOCALITY HIGHLIGHTS – ROCKY MOUNT**

Mr. Robert Wood, Mr. Mark Moore and Mr. Daniel Pinard presented an update on the latest key initiatives of the Town’s economic development (the PowerPoint presentation is included with the Minutes).

7. **NRV PASSENGER RAIL AUTHORITY UPDATE**

This item was postponed to a future meeting.

8. **CHESAPEAKE BAY WORK PROGRAM UPDATE**

Mr. Gabriel Irigaray presented on the annual update of the Chesapeake Bay Work Program (the PowerPoint presentation is included with the Minutes).

9. **REGIONAL COMMISSION’S COMMITTEES REPORTS**

A. Blue Ridge Interagency Council on Homelessness (BRICH) Report

Mr. Bryan Hill reported that Alleghany Highlands Community Services Board is interested in applying for support housing funding, available through the Virginia Department of Behavioral Health.

Ms. Anne Marie Green gave a PowerPoint presentation on the Homelessness Issues in the Blue Ridge COC (the presentation is included in the Minutes).

B. Roanoke River Blueway Advisory Committee Report

Mr. Gabriel Irigaray commented that there is nothing new to report at this time. The Committee will meet in January.

C. Roanoke Valley Collective Response Advisory Committee Report

Mr. Jeremy Holmes reported that there is no update to report on for the Collective Response at this time. Mr. Holmes noted that the VOA grant cycle is currently open and if there is any interest to contact staff.



D. Comprehensive Economic Development Committee (CEDS) Report

Mr. Jeremy Holmes reported that the CEDS met yesterday in Salem. Mr. Joe Cobb was elected as the new chair of the committee.

E. Legislative Committee Report

Mr. Holmes reported that the legislative committee met to review the legislative priorities and recommended changes in the language. The new draft legislative priorities were distributed with the agenda packet (pages 75 through 81).

Mr. Phil North proposed the following correction to the third bullet point under Transportation on page 75:

*“The Regional Commission supports analysis to evaluate **and identify** ~~and evaluate~~ additional revenue opportunities to support congestion-related improvements to the I-81 corridor.”*

MOTION: by Phil North to approve the legislative priorities with the proposed change. The motion was seconded by Peter Volosin.

Regional Commission Action: Motion carried unanimously.

Ms. Barbara Duerk commented that the Montgomery County Board of Supervisors has prioritized in their legislative agenda the Valley-to-Valley trail and noted that there is no greenway or trail support listed on the legislative priority. Chair Wallace replied that certainly this item was considered during the development of the legislative priorities, but the committee felt it was important to narrow the list down to five sections. Mr. Volosin suggested staff to prepare a letter of support for the Valley-to-Valley trail to show their support for this regional effort. Mr. North commented that staff can keep an eye to see what will happen at the General Assembly and prepare a letter of support or resolution, as necessary. Mr. Holmes commented that he would be happy to reach out to Montgomery County and see what kind of support they need.

10. OTHER BUSINESS

A. I-81 Committee Update

Chair North presented a letter from Delegate Austin that had been included in the distributed agenda packet (pages 82 through 83).

11. COMMENTS FROM COMMISSION MEMBERS AND/OR THE PUBLIC

Mr. North recognized Mr. Billy Martin for his 16 years of dutiful service to the Roanoke Valley Transportation Planning Organization and the Regional Commission. Mr. Martin replied that it was a great journey.



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Mr. Hunter Holiday announced that the 2023 Stagg Bowl NCAA Division III Football Championship is tomorrow night, December 15th at 7 p.m. at the Salem Football Stadium.

Adjournment at 4:44 p.m.

Jeremy Holmes, Secretary
Secretary to the Regional Commission



CAPITOL
FUNDING
SOLUTIONS

IIJA Opportunities for Local Governments

November 12, 2023 | Becky Nictakis

About CFS

Established with the vision to offer more than a traditional grant writing company, Capitol Funding Solutions (CFS) develops long-term, client-oriented partnerships to build robust programs and win competitive funding.

Our Mission:

We believe that every organization, regardless of its size or industry, deserves the opportunity to thrive and make a meaningful impact. Our mission is to strategically position your applications for success in competitive funding.

Our expertise covers a wide range of award mechanisms, including:

Federal & State Grants, Federal & State Loans, SBIR/STTR Programs, Foundation Grants, Cooperative Agreements, Broad Agency Announcements, and Tax Credit Programs.



Company Services



Consultation



Proposal Writing
& Co-writing



Opportunity
Identification



Review, Submission,
& Tracking



Strategic
Positioning



Education
& Resources



IIJA Competitive Opportunities for Local Governments

Funding Categories

Transportation Infrastructure

Climate, Energy and Environmental

Broadband

Clean Energy and Power

Resilience

Public Transit

Water Infrastructure



IIJA Transportation Grants for Local Governments

Multimodal Project Discretionary Grant Program August 21, 2023 - last deadline

- **National Infrastructure Project Assistance (MEGA)
\$1.8 Billion**
- **Infrastructure for Rebuilding America (INFRA)
\$3.1 Billion**
- **Rural Surface Transportation Grant (Rural)
\$675 Million**



IIJA Transportation Grants for Local Governments

- **Safe Streets for All
\$1.17 Billion** **July 10, 2023**
- **Reconnecting Communities and Neighborhoods
\$198 Million** **September 28, 2023**
- **Railroad Crossing Elimination Grant
\$573,264 Million** **October 11, 2022**
- **Wildlife Crossings Program
\$111,850 Million** **August 1, 2023**



IIJA Transportation Grants for Local Governments

- **Local and Regional Project Assistance Grants (RAISE)**
\$1.5 Billion **February 28, 2023**
- **Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT)**
\$848 Million **August 18, 2023**
- **Bridge Investment Program**
\$9.62 Billion **November 27, 2023**
- **SMART Grants**
\$100 Million **October 10, 2023**



IIJA Climate, Energy and Environment Grants for Local Governments

- **Climate Pollution Reduction Grant**
\$4.3 Billion **April 1, 2024**
- **Solid Waste Infrastructure for Recycling**
\$40 Million **April 4, 2023**
- **Charging and Fueling Infrastructure Grants**
\$700 Million **June 13, 2023**

General Tips - Getting Ready

- **Registrations - SAM.gov and Grants.gov**
- **Prepare Projects - Don't Chase Programs!**
- **Utilize Agency Tools - Emails, Webinars, FAQs**
- **Review Previous Awards**
- **Cost Match Planning**
- **Partnerships and Letters of Support**

General Tips - Current Priorities

- **Community Engagement**
- **Community Benefits**
- **Workforce Development**
- **Environmental Impact/Justice 40**
- **Innovation**
- **Partnerships**



CAPITOL
FUNDING
SOLUTIONS

Questions?

Becky Nictakis
225-931-6580
bnictakis@capitolfunding.us

Roanoke Valley - Alleghany Regional Commission
Summary Financial Data

	Fiscal Year Ending, June 30th								
	2015	2016	2017	2018	2019	2020	2021	2022	2023
Current assets	\$ 697,777	\$ 796,268	\$ 893,308	\$ 1,003,275	\$ 1,160,114	\$ 1,150,896	\$ 1,157,392	\$ 1,591,827	\$ 1,764,199
Non-current assets	265,216	269,036	282,902	335,397	268,893	245,320	246,346	225,682	232,028
Total Assets	\$ 962,993	\$ 1,065,304	\$ 1,176,210	\$ 1,338,672	\$ 1,429,007	\$ 1,396,216	\$ 1,403,738	\$ 1,817,509	\$ 1,996,227
Current liabilities	\$ 53,674	\$ 108,769	\$ 146,851	\$ 235,230	\$ 187,811	\$ 137,783	\$ 151,912	\$ 433,906	\$ 478,778
Long-term liabilities	50,045	37,697	43,038	43,204	45,499	53,023	30,993	33,156	34,624
Total liabilities	\$ 103,719	\$ 146,466	\$ 189,889	\$ 278,434	\$ 233,310	\$ 190,806	\$ 182,905	\$ 467,062	\$ 513,402
Net investment in capital assets	\$ 257,096	\$ 265,595	\$ 252,648	\$ 240,868	\$ 229,194	\$ 217,665	\$ 220,592	\$ 225,682	\$ 232,028
Unrestricted and designated net position	602,178	653,243	733,673	819,370	966,503	987,745	1,000,241	1,124,765	1,250,797
Net position	\$ 859,274	\$ 918,838	\$ 986,321	\$ 1,060,238	\$ 1,195,697	\$ 1,205,410	\$ 1,220,833	\$ 1,350,447	\$ 1,482,825
Modified accrual (modified cash basis) net income	\$ (11,097)	\$ 38,717	\$ 85,771	\$ 85,863	\$ 149,428	\$ 28,766	\$ (9,534)	\$ 126,687	\$ 127,500
Adjustments for full accrual accounting:									
Capital outlays	\$ 22,326	\$ 20,747	\$ -	\$ -	\$ -	\$ -	\$ 14,900	\$ 11,150	\$ 18,521
Depreciation expense	(11,021)	(12,248)	(12,946)	(11,780)	(11,674)	(11,529)	(11,973)	(10,500)	(10,043)
Amortization expense	-	-	-	-	-	-	-	(2,112)	(2,132)
Change in accrued leave balances	(2,384)	12,348	(5,342)	(166)	(2,295)	(7,524)	22,030	2,275	(3,593)
Change in net lease liability	-	-	-	-	-	-	-	2,114	2,125
Change in net position	\$ (2,176)	\$ 59,564	\$ 67,483	\$ 73,917	\$ 135,459	\$ 9,713	\$ 15,423	\$ 129,614	\$ 132,378

Information derived from audited financial statements for the years indicated above.



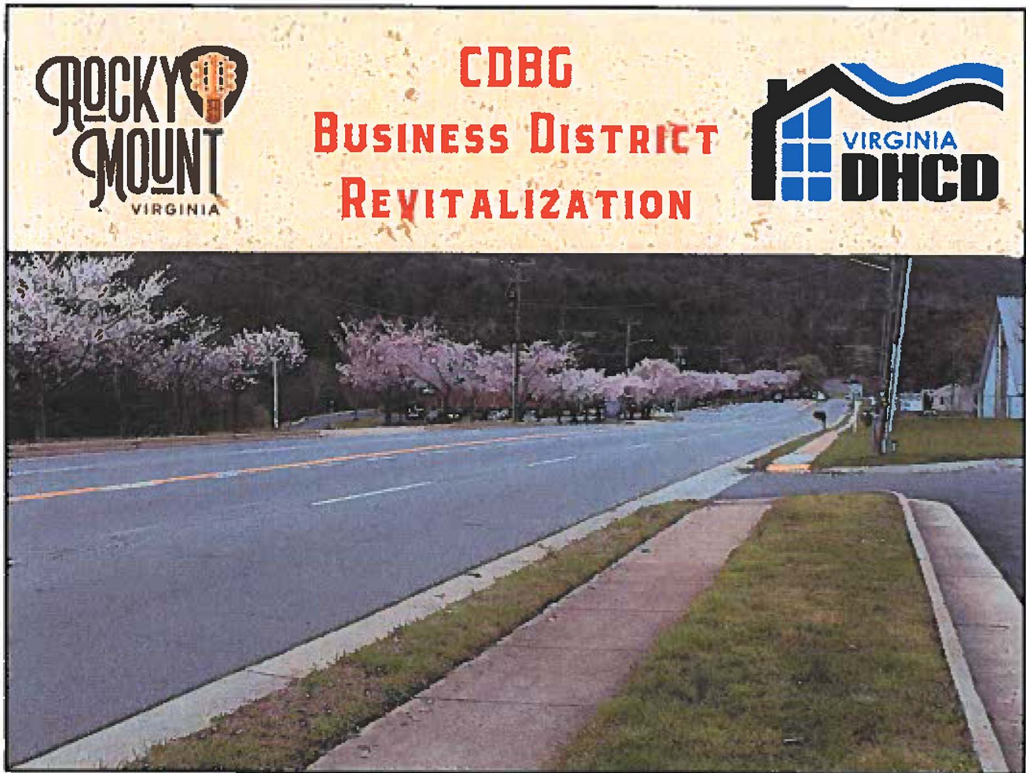
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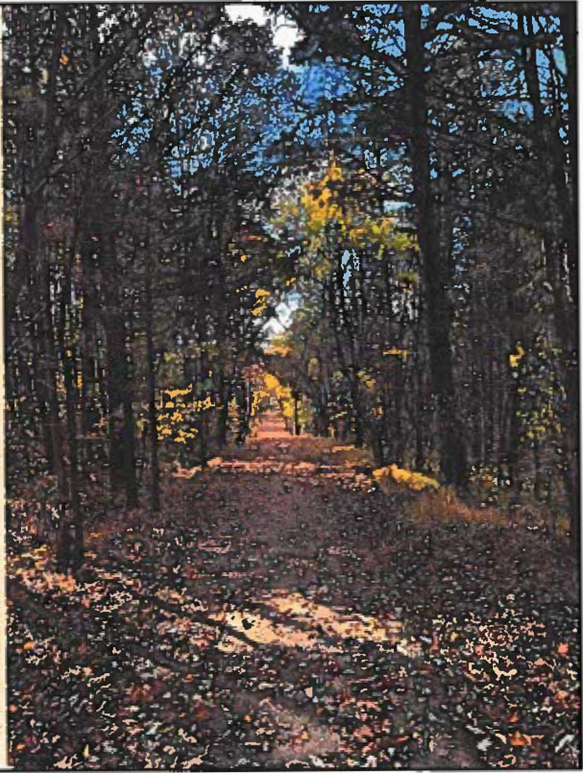


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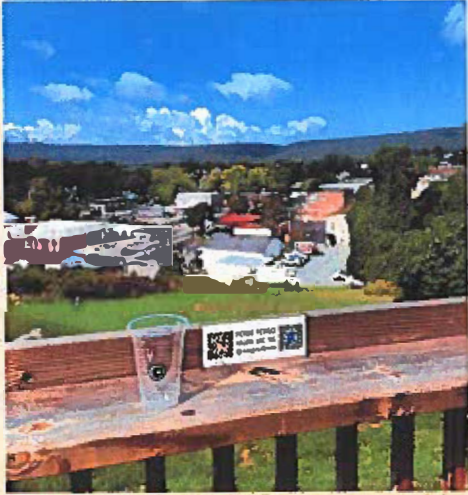

4

**NEW TOWN PARK
& PLANNED
DOG PARK**

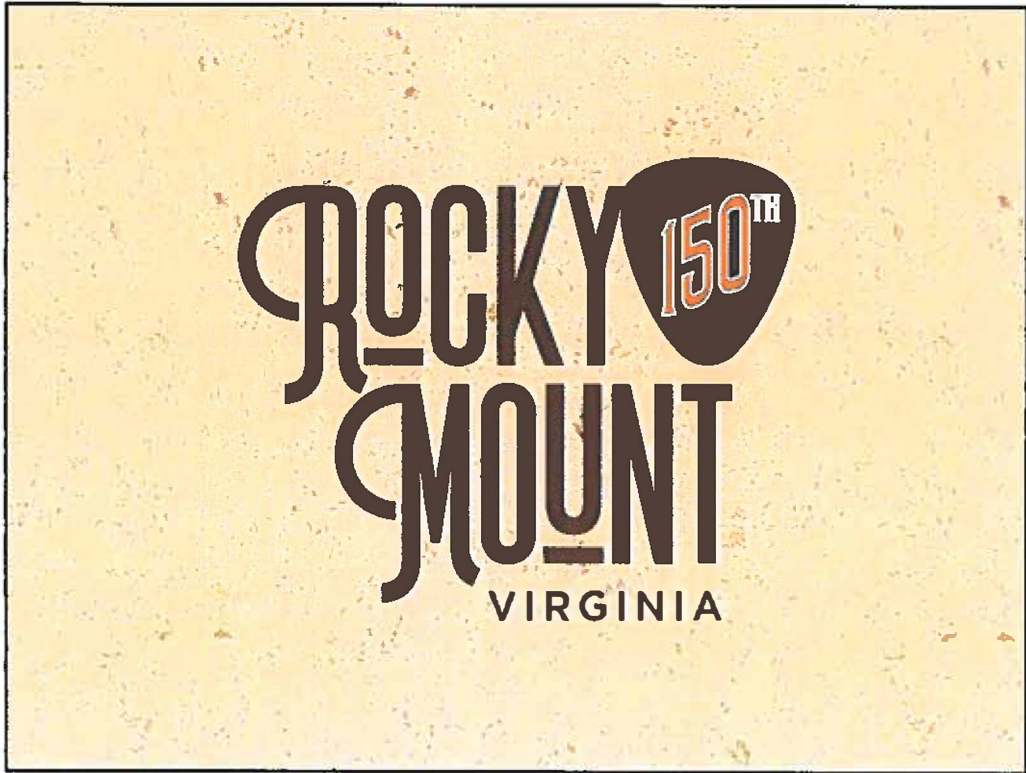



5

**DESIGNATED
OUTDOOR
REFRESHMENT
AREA
[D.O.R.A.]**

6



7

150 FEST

**SATURDAY
SEPTEMBER 30TH, 2023**

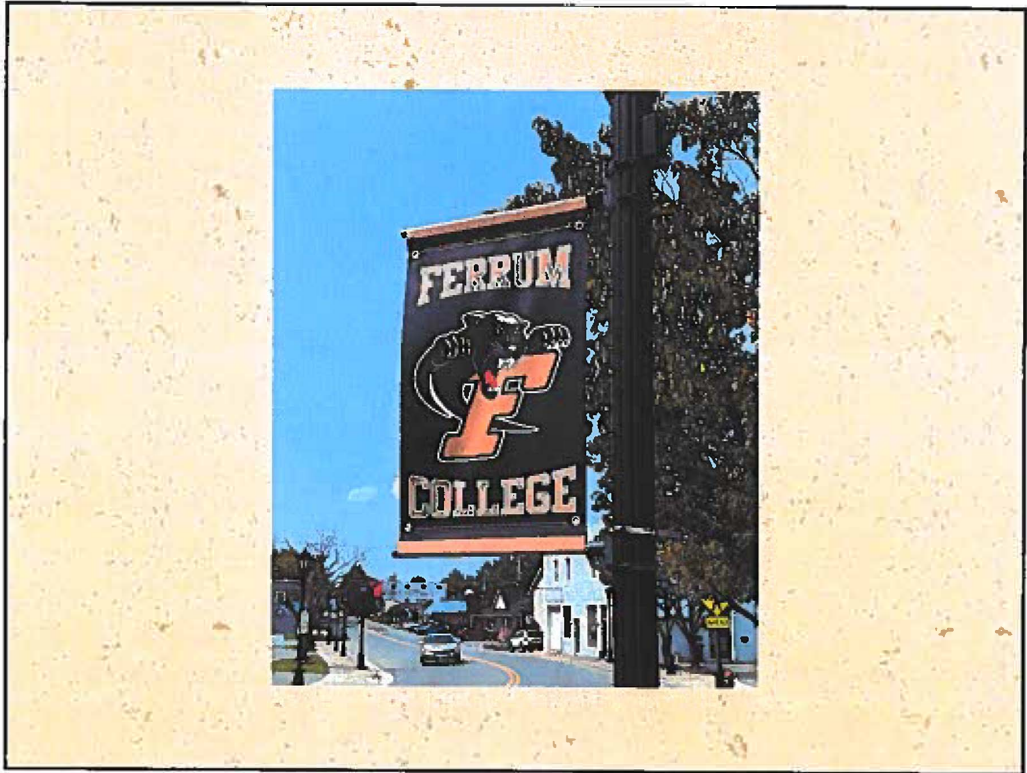
Logos at the top: CORNERSTONE BUILDING BRANDS, FARMER MARKET, COX, MOBILE STAGE, and another STAGE logo.

3:00	LEFTOVER BISCUITS 3:00-4:30PM	JOJO STOCKTON & SOLACOUSTIX 3:00-4:15PM	4:00	KEMISTRY 3:30-4:45PM	WOUND TIGHT WITH JR SISK 4:00-5:30PM
5:00	SEPH CUSTER & THE FLATBREAKS 5:00-6:30PM	45 SHAKE 4:45-6:00PM	6:00	ANNALYSE MARIE 5:15-6:45PM	TIN CAN LOCOMOTIVE 6:00-7:30PM
7:00	CHAD NICKELL & THE LOOSE CHANGE 7:00-8:30PM	MENDED FENCES 6:30-8:00PM	8:00	COLBY HELMS & THE VIRGINIA CREEPER 5 7:15-8:30PM	BREAKING THE CHAIN 8:00-9:30PM
9:00	THE WORX 8:30-10:00PM		10:00	Covey's Rock Productions	

8



9



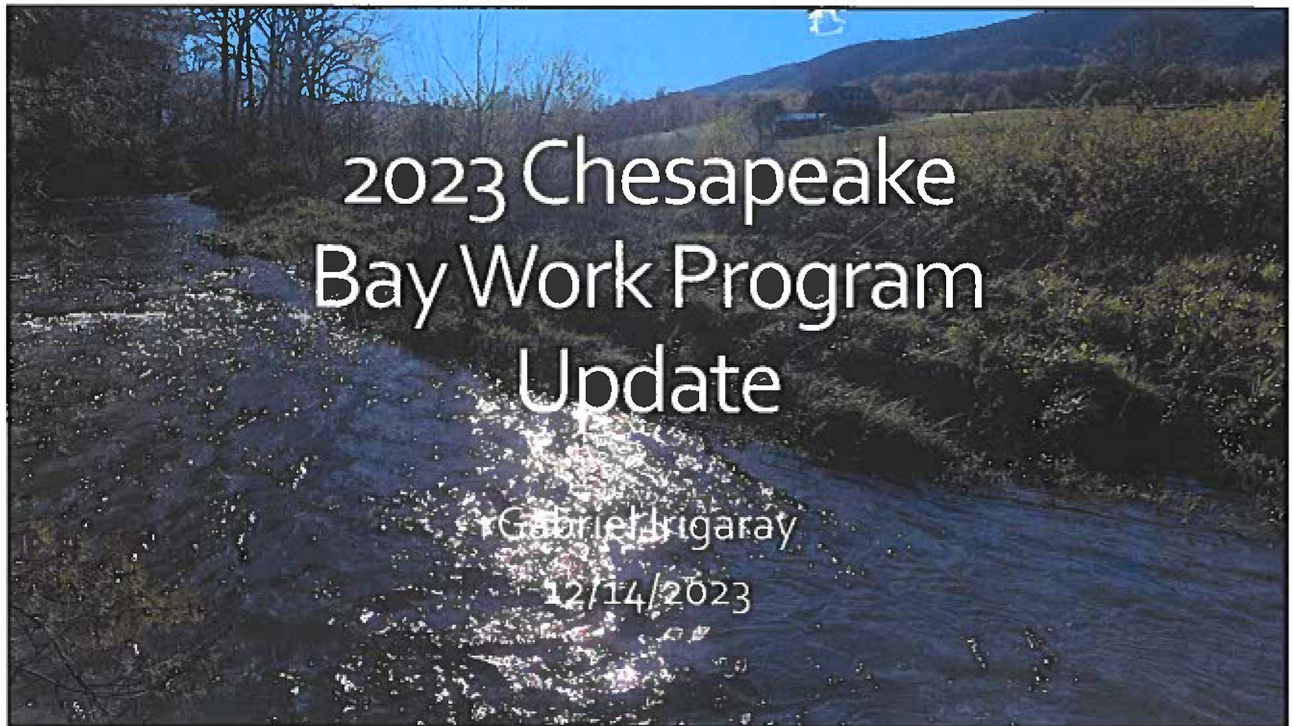
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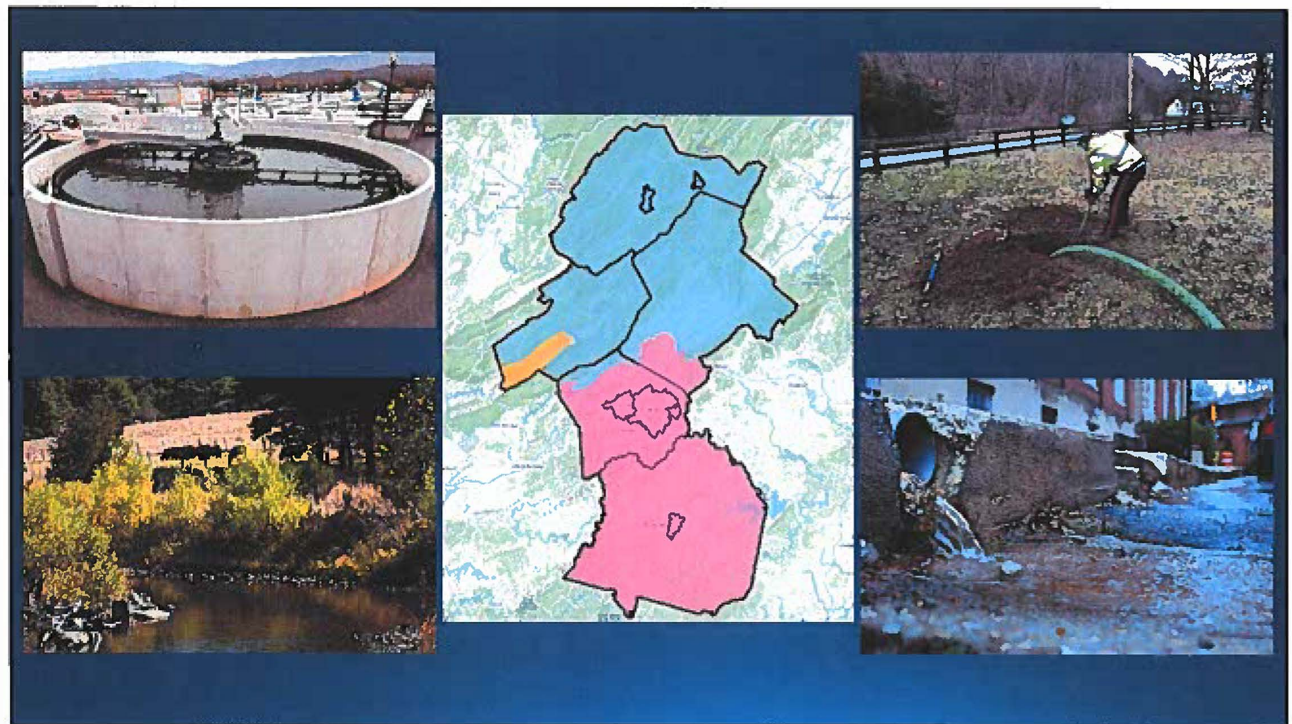
11



12



1



2

About the Work Program



Provide **interim and administrative assistance to local stakeholders** within the Chesapeake Bay Watershed



Funding allocation: **\$58,000 per PDC** with a required **25% local match** of \$14,500



15 total contract deliverables 9 required tasks, 3 regionally-specific tasks, and 3 "optional" tasks



3

State of the Watershed



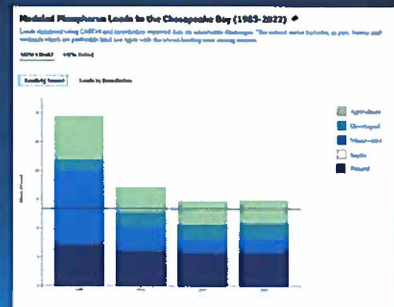
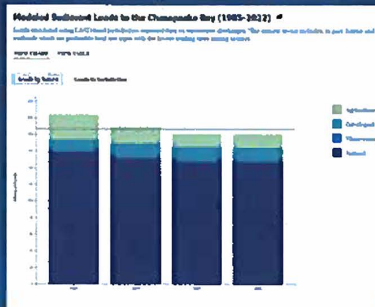
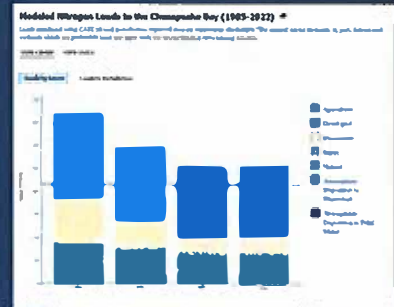
Progress has ebbed and flowed



Upper James River Watershed considered one of the healthiest



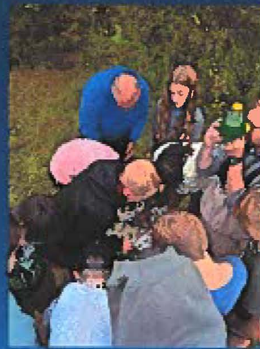
Looking beyond 2025



4

RVARC Activities

- Rain barrel workshops
- Environmental education activities
- Septic pump-out support
- Assistance with riparian buffer plantings
- Stormwater project assistance and planning
- Stakeholder engagement and collaboration



5

Looking Ahead



Expansion of Roanoke County Septic Pump-out Program



Continue providing rain barrel workshops



Improvements to wastewater treatment systems



Identify potential green infrastructure projects and funding sources



Carry on outreach and education work

VA VIRGINIA	Agriculture	OFF TRACK	OFF TRACK
	Urban/Suburban Polluted Runoff	OFF TRACK AND POLLUTION INCREASING	OFF TRACK
	Septic	OFF TRACK	NA
	Wastewater & Combined Sewer Outfall	ON TRACK	ON TRACK
	OVERALL	ON TRACK	ON TRACK

Key

- OFF TRACK** Projected loads more than 25% off target or pollution is increasing
- INCREASING POLLUTION OFF TRACK** Projected loads within 10-25% of target
- ON TRACK** Projected loads less than 10% off target
- NA** No contribution from this source sector

Any increasing trendline is red, regardless of percentage

6



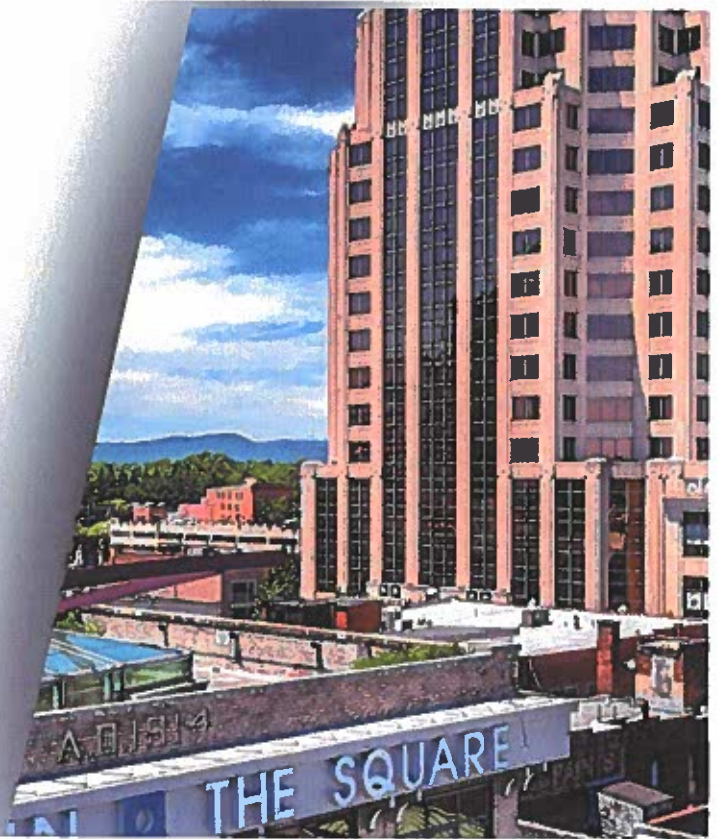
Questions?

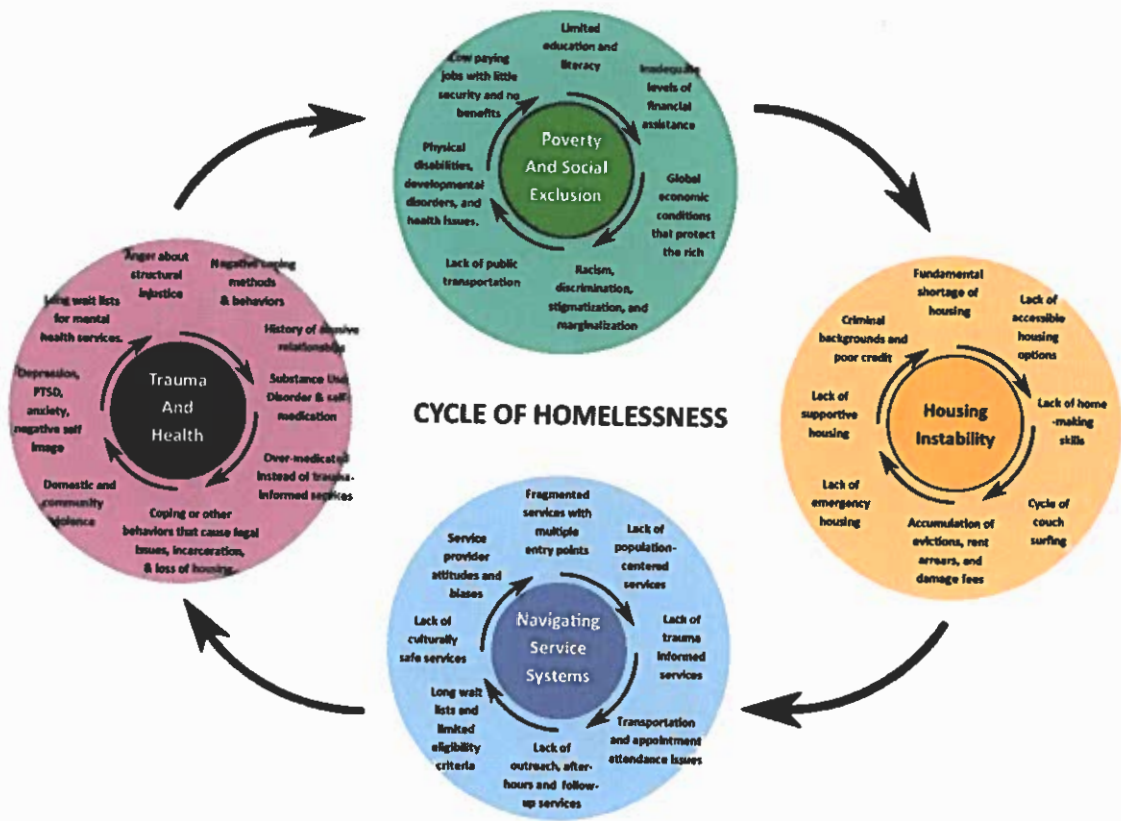
- Gabriel Irigaray, girigaray@rvarc.org

7

HOMELESSNESS ISSUES IN THE BLUE RIDGE COC

Presentation to the RVARC
December 14, 2023





MYTHS ABOUT HOMELESSNESS

MYTH: People choose to be homeless

MYTH: Housing should come with conditions like being clean and sober.

MYTHS ABOUT HOMELESSNESS

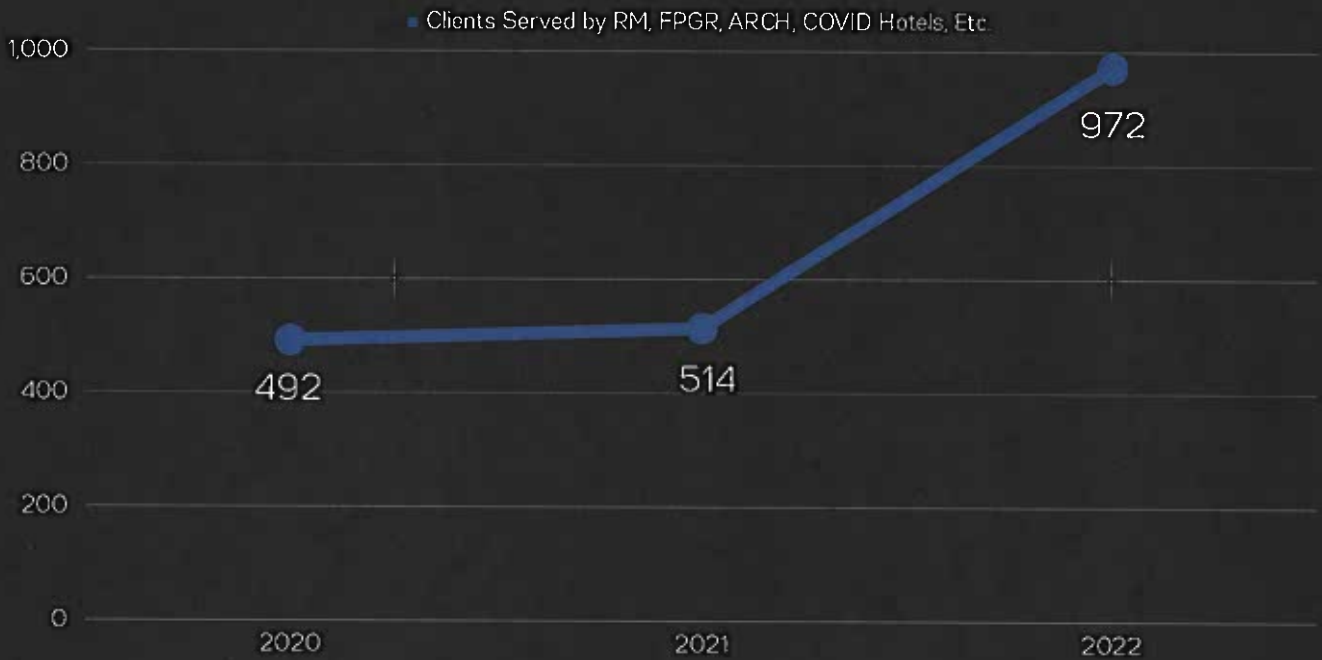
MYTH: People experiencing homelessness are lazy.

MYTH: The homeless in our community are from somewhere else and moved here for all of the free services.

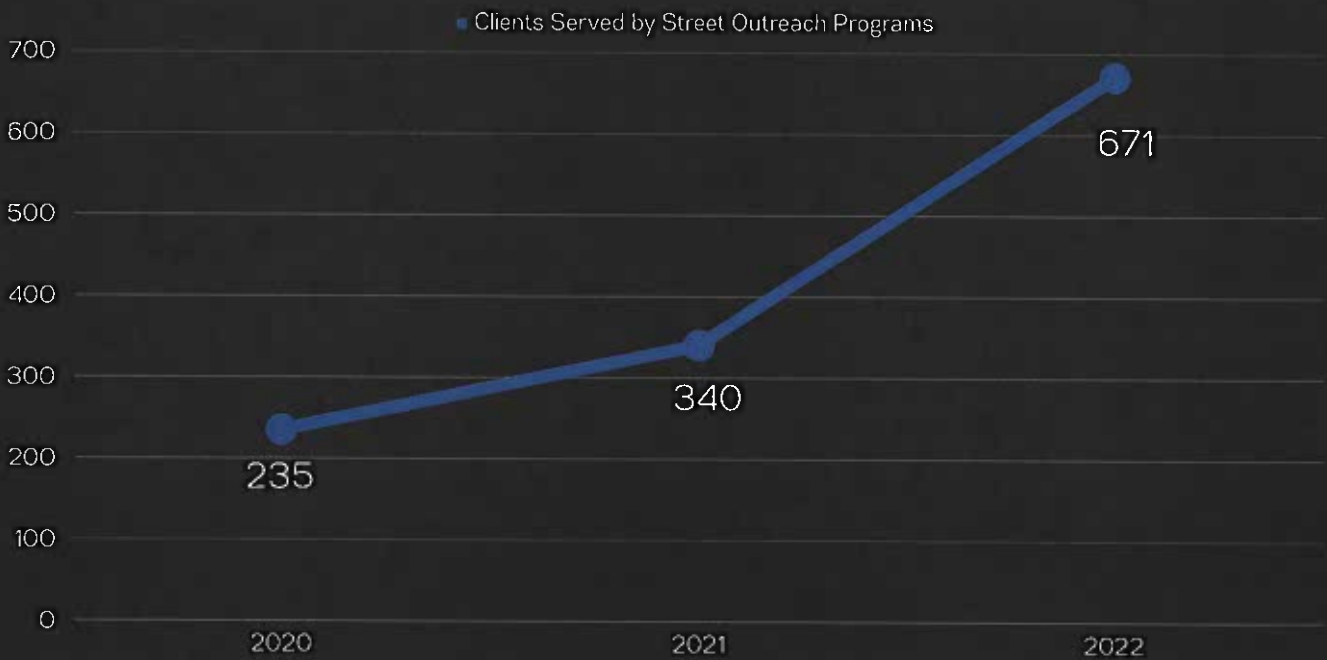
MYTHS ABOUT HOMELESSNESS

<https://www.endhomelessnessblueridge.org/facts-myths-about-homelessness/>

Increases in Sheltered Homelessness

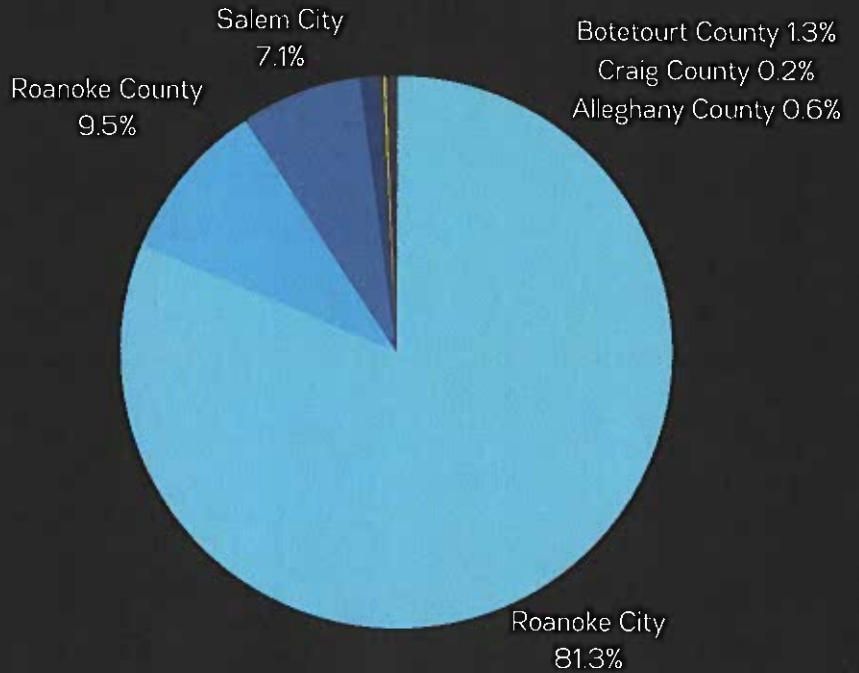


Increases in Unsheltered Homelessness



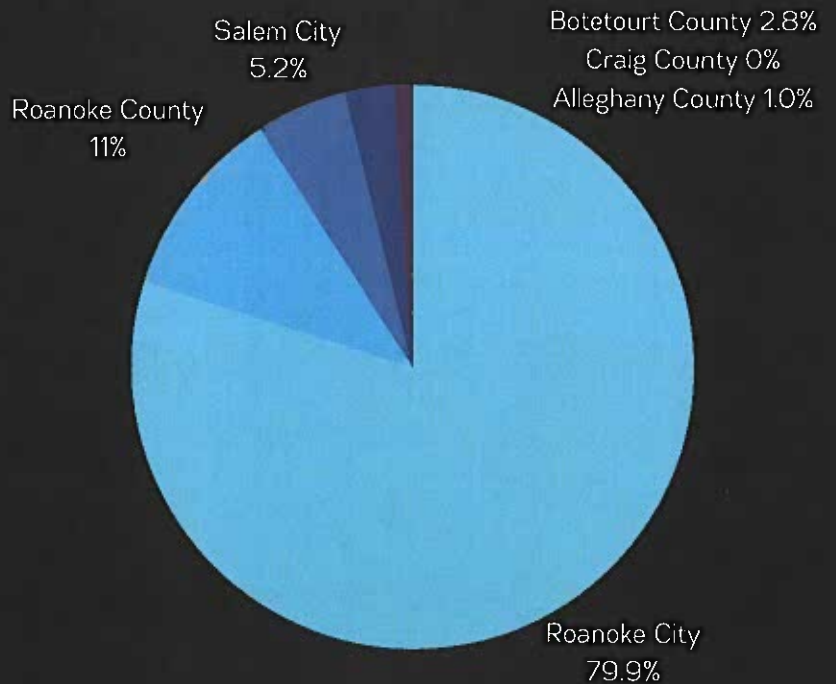
Where Did Sheltered Individuals Live Prior to Becoming Homeless?

Served by Shelter Programs in 2022



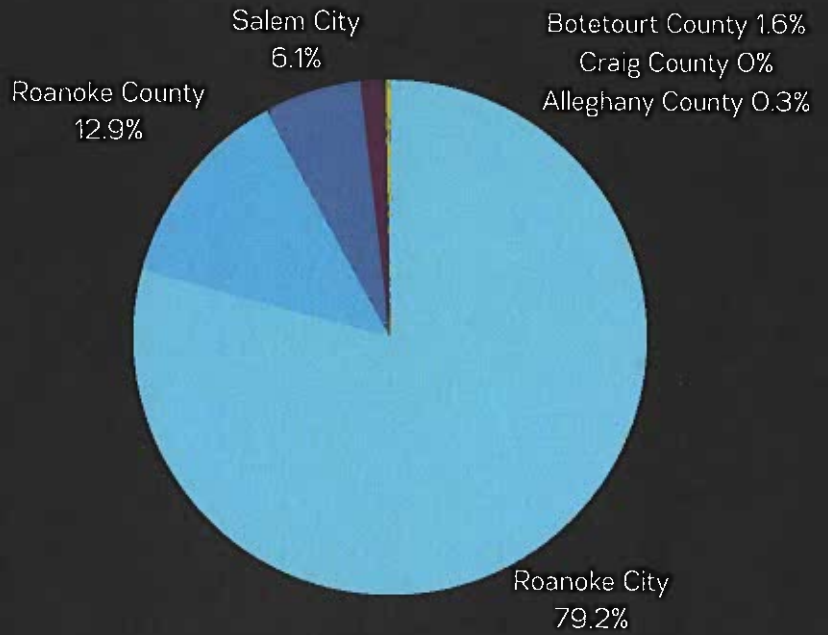
Where Did Unsheltered Individuals Live Prior to Becoming Homeless?

Served by Street Outreach Programs in 2022



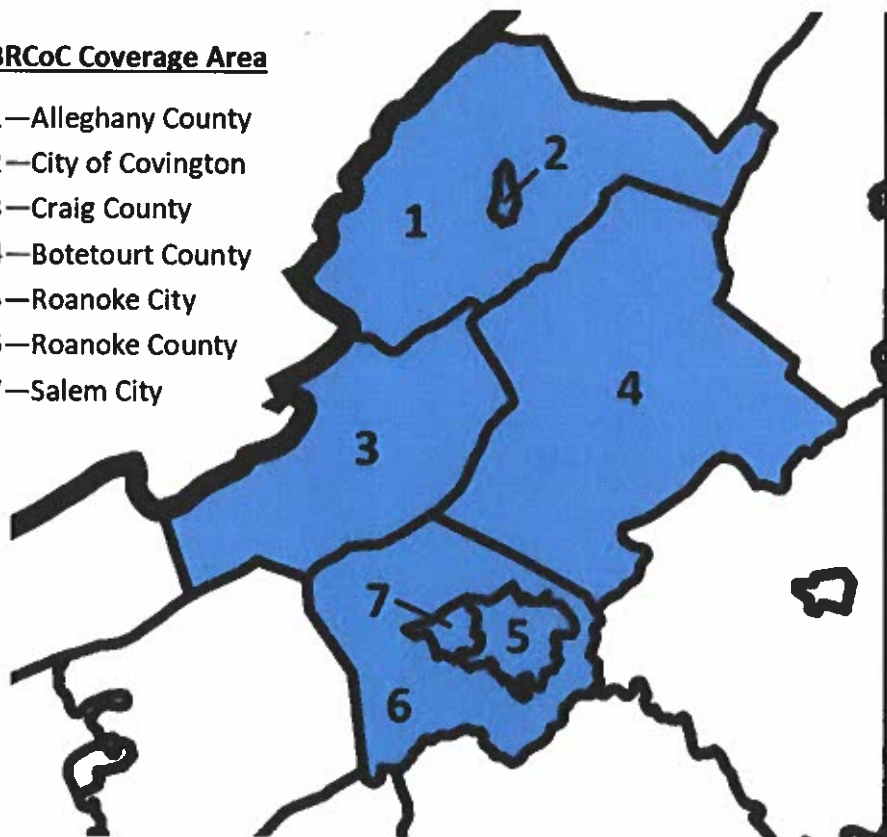
Where Did At-Risk Individuals Live Prior to Becoming Homeless?

Served by Prevention Programs in 2022



BRCoC Coverage Area

- 1—Alleghany County
- 2—City of Covington
- 3—Craig County
- 4—Botetourt County
- 5—Roanoke City
- 6—Roanoke County
- 7—Salem City





CoC Make-Up

CORE
AGENCIES



CoC Make-Up

CORE
AGENCIES



Key Definitions

COORDINATED ENTRY (CE) - a process developed to ensure that all people experiencing a housing crisis have fair and equal access and are quickly identified, assessed for, referred, and connected to housing and assistance based on their strengths and needs.

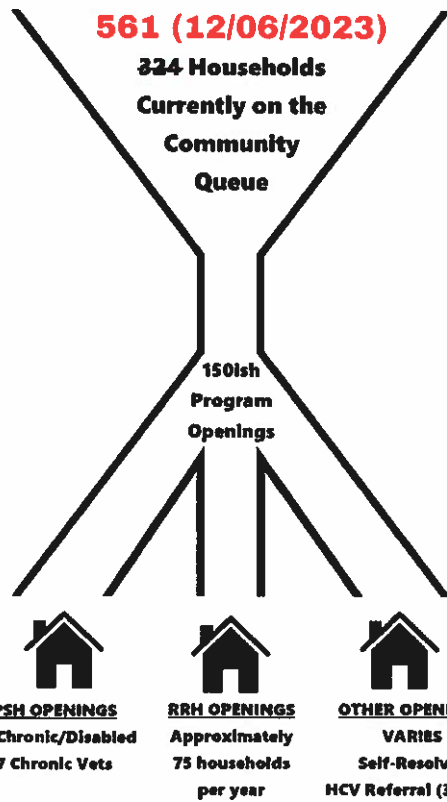
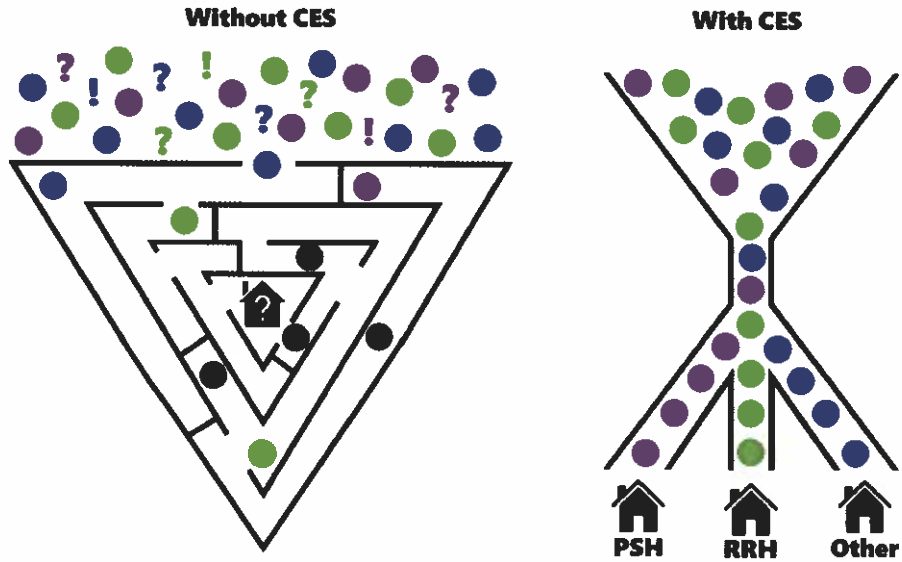
Key Definitions

Permanent Supportive Housing (PSH) - Open-ended housing solution for individuals who are homeless and disabled. Housing Assistance + Support Services

Rapid Re-Housing (RRH) - Housing solution for individuals who are homeless. Time-limited Housing Assistance + Case Management



COORDINATED ENTRY SYSTEM



Blue Ridge CoC Governing Board

Blue Ridge Interagency Council on Homelessness (BRICH)

- Provides a strategic plan for homelessness response.
- Coordinates and approves funding from HUD, Virginia DHCD, ESG, and CDBG, among others.
- Oversees the delivery of homeless services, including HMIS, CE, Street Outreach, RRH, PSH, and Prevention, including monthly review of system performance measures.

BRICH MEMBERSHIP

CURRENTLY INCLUDES

- Homeless service providers
- RVARC Staffperson
- City HUD Community Resources
- City and County DSS
- Faith-based Organizations
- City Schools Homeless Student Coordinator
- BRBH Staff
- Veteran Services Staff
- Other service providers

SHOULD INCLUDE

- Law Enforcement Representatives
- Local Government Reps from the CoC Geographic Region (Alleghany, Botetourt, Craig, Salem)
- Healthcare providers
- Other Schools Staff

How can local governments contribute?

-
- **Contribute to the cost of HMIS**
-
- **Start setting aside resources to address homelessness for your locality**



**COUNCIL OF
COMMUNITY
SERVICES**

Questions



Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission
 Period: 7/1/2023 to 12/31/2023

Run Date: 01/18/2024
 Run Time: 12:21:09 PM
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Code	Description	Budget	Current	YTD	Un/Over	% Bud
Revenues						
40000	ARC	76,506.00	0.00	49,656.60	26,849.40	64.91 %
40200	FEDERAL - PL	877,275.00	0.39	58,409.62	818,865.38	6.66 %
40210	VDOT PL	75,284.00	0.00	7,301.15	67,982.85	9.70 %
40400	VDHCD ALLOCATION	89,971.00	44,985.00	44,985.00	44,986.00	50.00 %
40410	ROANOKE VALLEY BROADBAND AUTI	1,200.00	0.00	660.00	540.00	55.00 %
40411	HUD CITY OF ROANOKE	85,246.00	0.00	1,785.48	83,460.52	2.09 %
40500	VIRGINIA DEPT EMERGENCY MGMT	63,900.00	0.00	0.00	63,900.00	0.00 %
40570	ECONOMIC DEVELOPMENT ADMINIS	84,344.00	0.00	14,344.07	69,999.93	17.01 %
40580	ARP ACT COLLECTIVE RESPONSE	126,031.00	0.00	162,593.97	(36,562.97)	129.01 %
40581	ARP ACT ROANOKE COUNTY	200,000.00	0.00	0.00	200,000.00	0.00 %
40585	SAMHSA	399,941.00	14,403.89	102,600.28	297,340.72	25.65 %
40600	ALLEGHANY COUNTY	11,707.00	0.00	11,707.00	0.00	100.00 %
40604	WVRIFA	25,000.00	0.00	6,250.00	18,750.00	25.00 %
40699	BEDFORD COUNTY	240.00	0.00	240.00	0.00	100.00 %
40700	BOTETOURT COUNTY	36,491.00	0.00	36,491.00	0.00	100.00 %
40800	CLIFTON FORGE	3,444.00	0.00	3,444.00	0.00	100.00 %
40900	COVINGTON	5,729.00	0.00	5,729.00	0.00	100.00 %
41000	CRAIG COUNTY	4,885.00	0.00	4,885.00	0.00	100.00 %
41010	FRANKLIN COUNTY	49,476.00	0.00	49,476.00	0.00	100.00 %
41020	MONTGOMERY COUNTY	201.00	0.00	201.00	0.00	100.00 %
41100	CITY OF ROANOKE	139,065.75	0.00	139,065.77	(0.02)	100.00 %
41200	ROANOKE COUNTY	111,738.90	0.00	111,738.90	0.00	100.00 %
41210	ROCKY MOUNT	4,712.00	0.00	4,712.00	0.00	100.00 %
41300	SALEM	31,926.22	0.00	31,926.22	0.00	100.00 %
41400	VINTON	10,344.13	0.00	10,344.13	0.00	100.00 %
41500	VDRPT/FTA - TRANSIT	171,101.00	0.00	18,796.00	152,305.00	10.99 %
41600	VDRPT/STATE TRANSIT	21,388.00	0.00	2,350.00	19,038.00	10.99 %
41800	VDOT/SPR RURAL TRANSP	58,000.00	0.00	5,726.73	52,273.27	9.87 %
41900	VDRPT - RIDESHARE	171,942.00	5,899.00	26,453.00	145,489.00	15.38 %
41902	VDRPT	60,820.00	0.00	13,088.00	47,732.00	21.52 %
41950	VIRGINIA HOUSING	734,299.00	0.00	0.00	734,299.00	0.00 %
42100	DEPT ENVIRONMENTAL QUALITY	58,000.00	0.00	0.00	58,000.00	0.00 %
42150	VIRGINIA ENVIRONMENTAL ENDOWI	33,076.00	7,469.45	10,814.32	22,261.68	32.70 %
43000	INTEREST INCOME	10,000.00	5,731.81	28,532.63	(18,532.63)	285.33 %
43200	MISCELLANEOUS INCOME	0.00	5.53	2,173.54	(2,173.54)	0.00 %
43250	SPONSORSHIPS	2,000.00	818.50	1,818.50	181.50	90.93 %
43707	SERDI	1,538.00	0.00	769.00	769.00	50.00 %
44700	DEPT OF FORESTRY	29,860.00	0.00	0.00	29,860.00	0.00 %
49000	CARRYOVER FUNDS	32,377.00	0.00	39,440.57	(7,063.57)	121.82 %
	Revenues	3,899,059.00	79,313.57	1,008,508.48	2,890,550.52	25.87 %
Expenses						
50000	SALARIES	1,049,557.00	72,891.38	449,278.80	600,278.20	42.81 %
50500	FRINGE BENEFITS	319,691.00	22,424.30	130,682.37	189,008.63	40.88 %
52000	INSURANCE	5,500.00	371.90	2,675.55	2,824.45	48.65 %
52100	SUPPLIES	26,100.00	995.23	3,291.74	22,808.26	12.61 %
52200	POSTAGE	2,050.00	153.00	705.00	1,345.00	34.39 %
52300	SUBSCRIPTIONS	3,170.00	55.36	365.44	2,804.56	11.53 %
52400	DUES	14,880.00	1,409.40	10,156.69	4,723.31	68.26 %
52500	PRINTING	3,000.00	0.00	1,379.08	1,620.92	45.97 %
52700	TRAINING	5,150.00	0.00	667.00	4,483.00	12.95 %
52800	TELEPHONE & INTERNET	8,545.00	612.76	3,741.83	4,803.17	43.79 %
52900	TRAVEL	45,821.00	662.61	4,228.52	41,592.48	9.23 %
53000	AUDIT FEES	16,000.00	0.00	15,700.00	300.00	98.13 %

53200	CONFERENCES	11,325.00	0.00	2,128.52	9,196.48	18.79	%
53300	FURNITURE & EQUIPMENT	10,000.00	0.00	693.77	9,306.23	6.94	%
53400	DEPRECIATION F & E	500.00	86.43	518.58	(18.58)	100.04	%
53500	MAIN F & E	10,000.00	1,704.62	4,756.05	5,243.95	47.56	%
53600	MISCELLANEOUS	2,100.00	372.37	544.87	1,555.13	25.95	%
53650	BANK FEES	1,100.00	85.25	506.25	593.75	46.02	%
53700	ADVERTISING	51,565.00	0.00	5,190.65	46,374.35	10.07	%
53800	RECRUITMENT	1,000.00	0.00	4,004.32	(3,004.32)	400.43	%
53900	MEETINGS	11,050.00	36.55	10,355.05	694.95	93.71	%
54100	LEGAL FEES	8,250.00	0.00	442.26	7,807.74	5.36	%
54400	CONTRACT SERVICES	1,713,950.00	34,696.15	48,868.77	1,665,081.23	2.85	%
54900	COMPUTER SERVICES	30,597.00	3,821.42	15,321.34	15,275.66	50.07	%
55200	UTILITIES	14,000.00	2,077.09	7,436.68	6,563.32	53.12	%
55300	LEASE PAYMENTS	5,000.00	0.00	1,967.60	3,032.40	39.35	%
55800	BUILDING MAINTENANCE	40,000.00	2,483.99	11,189.89	28,810.11	27.97	%
56000	DEPRECIATION BUILDING	14,000.00	771.88	4,637.88	9,362.12	33.13	%
90000	OPERATING RESERVE	475,158.00	0.00	0.00	475,158.00	0.00	%
	Expenses	3,899,059.00	145,711.69	741,434.50	3,157,624.50	19.02	%
	Agency Balance	0.00	(66,398.12)	267,073.98			

Balance Sheet

Roanoke Valley-Alleghany Regional Commission
 Period From : 7/1/2023 to 12/31/2023

Run Date: 1/18/24
 Run Time: 12:18:00 pm

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Assets:

10000	CASH IN BANK TRUIST (OLD BB&T)	202,554.04
10050	LGIP INVESTMENT	1,263,650.07
10300	PETTY CASH	150.00
10700	A/R GRANTORS	107,325.25
10900	PREPAID EXPENSES	5,214.58
11000	PREPAID INSURANCE	16,943.27
11600	PREPAID PHYSICAL ASSETS	608,262.89
11700	PHYSICAL ASSETS, ACCUM DEP	(387,071.08)
12200	PREPAID COMPUTER EQUIPT	5,185.96
12250	PREPAID SOFTWARE	20,000.00
12300	COMPUTER EQUIPT, ACC DEP	(1,815.03)
12500	PREPAID TELEPHONE EQUIPT	1,591.00
12600	TELEPHONE EQUIPT, ACC DEP	(1,591.00)
12800	PREPAID DUES	5,811.70
	Total Assets:	1,846,211.65

Liabilities:

20000	ACCOUNTS PAYABLE	41,402.12
20100	ACCOUNTS PAYABLE1	5,787.48
20300	ACCRUED ANNUAL LEAVE	30,014.60
20400	FICA WITHHELD	2,810.32
20500	FEDERAL TAX WITHHELD	2,681.44
20600	STATE TAX WITHHELD	1,417.48
20700	RETIREMENT	2,066.71
21200	BUILDING FUND	15,000.00
	Total Liabilities:	101,180.15

Projects

30100	REGIONAL/LOCAL PROJECTS	(47,769.83)
30140	EDA	(32,484.37)
30210	TREE CANOPY	(2,044.98)
30300	INDUSTRIAL FACILITY AUTHORITY	(3,386.58)
30305	VIRGINIA ENVIRONMENTAL ENDOWMENT	(538.04)
30306	CHESAPEAKE BAY	(25,110.33)
30307	VIRGINIA HOUSING	78,194.74
30500	RURAL TRANSPORTATION	(13,375.84)
30600	PL TRANSPORTATION	(55,076.67)
30800	VDRPT/FTA TRANSPORTATION	(24,925.92)
30880	HUD COMMUNITY RESOURCES-CDBG	(3,095.42)
30900	RIDESOLUTIONS	(33,997.29)
30901	REGIONAL BIKE COORDINATION	13,735.21
30903	ROANOKE RIVER BLUEWAY	43,026.68
30905	BROADBAND	84.87
30906	SERDI	640.22
31700	ROANOKE VALLEY COLLECTIVE RESPONSE	111,153.33
31710	SAMHSA FUNDING	(34,763.15)

Balance Sheet

Roanoke Valley-Alleghany Regional Commission
 Period From : 7/1/2023 to 12/31/2023

Run Date: 1/18/24
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31720	VIRGINIA OPIOID ABATEMENT AUTHORITY	(266.49)
35106	ARC 2023	14,323.85
37200	HAZARD MITIGATION	(2,427.10)
37605	COMMUTER OPERATING ASSISTANCE	(801.38)
39000	GENERAL OPERATING FUND	285,978.45
39400	UNRESTRICTED FUND BALANCE & INVEST CA	1,470,125.65
Total Projects		1,737,199.61
Total Liabilities and Projects		1,838,379.76
Net Difference to be Reconciled		7,831.89
Total Adjustment		7,831.89
Unreconciled Balance		0.00

Reconciling Items

(1)	Paid Salaries are Timesheets show Difference	441,446.91 441,446.91 0.00
(2)	Leave accrued this year	7,831.89
(3)	Fringe Pool is Fringe allocated Difference	130,682.39 130,682.37 (0.02)
(4)	Indirect Pool is Indirect Allocated Difference	152,340.21 152,340.23 0.02
Total adjustments		7,831.89



Executive Committee Report
SUBJ: Proposed FY 2024 Revised Budget

Members of the Roanoke Valley-Alleghany Regional Commission's Executive Committee met on January 12, 2024, to discuss the proposed revised FY 2024 Budget.

Revenues

- Revenues are projected to increase by 10.8% (or \$423,874) over original budget due to increases in the following funding streams:
 - City of Roanoke award of Virginia Opioid Abatement Authority (OAA) Funding of \$500,000.
 - Prior year carryforward of unspent ARP Act State & Local Fiscal Recovery funds, from the City of Roanoke, to provide assistance to the Roanoke Valley Collective Response of \$36,563.
 - Southeast Crescent funding award of \$21,000 (\$15,747 to be used FY24) to provide planning assistance for SCRC member localities of Franklin County and Roanoke City, which will be focused on increasing the housing supply in these areas.
 - Appalachian Regional Commission Ready LDD funding award of \$100,000 (\$25,000 to be used in FY24) to provide grant writing assistance to localities falling under the ARC region.
 - The Virginia Department of Forestry Arbor Day grant award expected to be awarded for \$12,000 (which is \$7,000 more than originally budgeted).
 - Reduction of \$200,000 in ARP Act funding from Roanoke County due to agreement with county for other uses for that funding through the county.
 - Expected increase in interest income of \$30,000 from RVARC LGIP investment account.

Expenses

- Salary and fringe costs remain unchanged.
- Advertising costs increased due to OAA funding requirements.
- Contracts were increased due to OAA and Ready LDD funding award requirements.
- Computer Services, Supplies, Staff Training and Travel were increased due to OAA grant budget requirements.
- Operating Contingency Reserve for FY24 increased mostly due to the receipt of OAA funding that will be used in future years. Operating contingency is always a net of all the various additions and subtractions to grant funds as they are used or carryforward to future years.

COMMITTEE RECOMMENDATION:

The Executive Committee recommends that the Roanoke Valley-Alleghany Regional Commission adopt the proposed Revised FY 2024 Budget at its meeting on January 25, 2024.

**Roanoke Valley Alleghany Regional Commission
REVISED Budget Comparison FY2024**

	Budget 2024 Revenues	REVISED DRAFT Budget 2024 Revenues	Change
Revenues:			
Localities Per Capita Regional Commission	\$ 335,084	\$ 335,084	\$ -
Localities Per Capita TPO	\$ 35,825	\$ 35,825	\$ -
Blueway Funding From Localities	\$ 11,491	\$ 11,491	\$ -
Department of Housing & Community Development	\$ 89,971	\$ 89,971	\$ -
Federal Highway Administration - PL	\$ 602,275	\$ 602,275	\$ -
Virginia Department of Transportation - PL	\$ 75,284	\$ 75,284	\$ -
Federal Highway Administration - SPR	\$ 58,000	\$ 58,000	\$ -
Federal STBG VDOT Glade Creek Funding	\$ 275,000	\$ 275,000	\$ -
Virginia Department Rail & Public Transit, FTA Federal	\$ 171,101	\$ 171,101	\$ -
Virginia Department Rail & Public Transit, FTA State	\$ 21,388	\$ 21,388	\$ -
VA Dept. Rail & Public Transit, RideSolutions (Roanoke)	\$ 171,942	\$ 171,942	\$ -
Virginia Department Rail & Public Transit, FTA Travel Study	\$ 8,362	\$ 8,362	\$ -
Virginia Department Rail & Public Transit RideSolutions Plan	\$ 52,458	\$ 52,458	\$ -
City of Roanoke Better Bus Stops	\$ 85,246	\$ 85,246	\$ -
Federal Economic Development Administration	\$ 84,344	\$ 84,344	\$ -
Virginia Department of Forestry	\$ 29,860	\$ 36,860	\$ 7,000
Tree Canopy Contribution from Localities	\$ 15,560	\$ 15,560	\$ -
Virginia Department of Environmental Quaility	\$ 58,000	\$ 58,000	\$ -
Roanoke Valley Broadband Authority	\$ 1,200	\$ 1,200	\$ -
Virginia Environmental Endowment	\$ 33,076	\$ 33,076	\$ -
Virginia Department of Emergency Management	\$ 63,900	\$ 63,900	\$ -
Appalachian Regional Commission	\$ 76,506	\$ 76,506	\$ -
Appalachian Regional Commission Ready LDD Grant	\$ -	\$ 25,000	\$ 25,000
Southeast Cresent	\$ -	\$ 15,747	\$ 15,747
City of Roanoke Bike Coordination	\$ 12,000	\$ 12,000	\$ -
ARP ACT City of Roanoke Carryover	\$ 126,031	\$ 162,594	\$ 36,563
Collective Response-Roanoke County	\$ 200,000	\$ -	\$ (200,000)
Department of Health & Human Services-Peer Recovery	\$ 399,941	\$ 399,941	\$ -
City of Roanoke Virginia Opioid Abatement Authority Funds	\$ -	\$ 500,000	\$ 500,000
Western Virginia Regional Industrial Facility Authority	\$ 25,000	\$ 25,000	\$ -
Virginia Housing	\$ 734,299	\$ 734,299	\$ -
SERDI Website Administration Contract	\$ 1,538	\$ 1,538	\$ -
RVARC Interest Income	\$ 10,000	\$ 40,000	\$ 30,000
Miscellaneous Income	\$ -	\$ 2,500	\$ 2,500
Sponsorships	\$ 2,000	\$ 2,000	\$ -
Blueway Carryover	\$ 30,377	\$ 35,249	\$ 4,872
Regional Bike Carryover	\$ 2,000	\$ 4,192	\$ 2,192
Total Revenues	\$ 3,899,059	\$ 4,322,933	\$ 423,874

	Budget 2024 Expenditures	REVISED DRAFT Budget 2024 Expenditures	Change
Expenses			
Salaries	\$ 1,049,557	\$ 1,049,557	\$ -
Fringe Benefits	\$ 319,691	\$ 319,691	\$ -
Advertising	\$ 5,565	\$ 15,565	\$ 10,000
Advertising-RIDE Solutions	\$ 46,000	\$ 46,000	\$ -
Auditing Fees	\$ 16,000	\$ 16,000	\$ -
Bank Fees	\$ 1,100	\$ 1,100	\$ -
Building Maintenance	\$ 40,000	\$ 36,928	\$ (3,072)
Building Depreciation	\$ 14,000	\$ 14,000	\$ -
Computer Services & Software	\$ 30,597	\$ 37,147	\$ 6,550
Computer Equipment Depreciation	\$ -	\$ 1,050	\$ 1,050
Conferences	\$ 11,325	\$ 11,325	\$ -
Contracts	\$ 1,713,950	\$ 1,838,950	\$ 125,000
Dues and Subscriptions	\$ 18,050	\$ 18,050	\$ -
Furniture and Equipment	\$ 10,000	\$ 7,000	\$ (3,000)
Furniture and Equipment Depreciation	\$ 500	\$ 500	\$ -
Insurance	\$ 5,500	\$ 5,500	\$ -
Lease on copier	\$ 5,000	\$ 5,000	\$ -
Legal Fees	\$ 8,250	\$ 8,250	\$ -
Maintenance Contract (Varney)	\$ 5,000	\$ 5,000	\$ -
Maintenance Contract (Elevator)	\$ 5,000	\$ 5,000	\$ -
Miscellaneous	\$ 2,100	\$ 2,100	\$ -
Meetings	\$ 11,050	\$ 11,050	\$ -
Postage	\$ 2,050	\$ 2,050	\$ -
Printing	\$ 3,000	\$ 2,000	\$ (1,000)
Recruitment	\$ 1,000	\$ 1,000	\$ -
Supplies	\$ 26,100	\$ 29,195	\$ 3,095
Telephone & Internet	\$ 8,545	\$ 8,545	\$ -
Staff Training	\$ 5,150	\$ 13,150	\$ 8,000
Travel	\$ 45,821	\$ 50,321	\$ 4,500
Utilities	\$ 14,000	\$ 14,000	\$ -
Operating Contingency Reserve-grant carryforwards	\$ 475,158	\$ 747,909	\$ 272,751
Total Expenses	\$ 3,899,059	\$ 4,322,933	\$ 423,874
Budget Difference	\$ -	\$ -	\$ -

Requested Use of Reserve:			
RVARC Strategic Plan	\$ 15,000.00	\$ 15,000.00	
RVARC Website	\$ 75,000.00	\$ 75,000.00	



Roanoke Valley-Alleghany

REGIONAL
commission

RVARC.ORG

313 Luck Avenue, SW | Roanoke, Virginia 24016 | P: 540.343.4417 | F: 540.343.4416 | rvarc@rvarc.org

EXECUTIVE COMMITTEE REPORT

January 25, 2022

SUBJ: Appointment of the FY25 Work Program Committee

Chair Wallace, with the approval of the Executive Committee, would like to appoint the following Commissioners to serve on the Regional Commission's FY25 Work Program Committee:

Billy Martin - Botetourt County, Committee Chair

Stephanie Moon Reynolds – City of Roanoke

Robert Wood – Town of Rocky Mount

Chuck Unroe – Town of Clifton Forge

Jim Wallace – City of Salem, Ex Officio

The purpose of the Committee is to work with the Executive Director and Commission staff to develop a Work Program for the next fiscal year. It is anticipated that the Committee will meet three times between January and April, usually following a monthly Commission meeting, and that the final Work Program will be brought before the Commission at its April or May 2024 meeting.



Roanoke Valley-Alleghany

REGIONAL
commission

313 Luck Avenue, SW | Roanoke, Virginia 24016 | P: 540.343.4417 | F: 540.343.4416 | rvarc@rvarc.org

January 8, 2024

Hope Browning,
City of Roanoke HUD Program Administrator
Noel C. Taylor Municipal Building
215 Church Avenue Roanoke, VA 24011

Re: FY 25 RIDE Solutions Better Bus Stops for Neighborhoods Program - Scope

Ms. Browning,

Thank you for the opportunity to apply for the City of Roanoke HUD Community Development Block Grant program for a third year. Continuing the efforts of improving our region's transit service infrastructure in low-moderate income neighborhoods, the Better Bus Shelters for Neighborhoods will continue to collaborate with the community to install three bus shelters in the Belmont-Fallon Target Area during the Fiscal Year 2025. RIDE Solutions connects residents of the Roanoke Valley to transportation options and promotes the region's transit. This project fits within our mission.

In 2023, the Better Bus Stops for Neighborhoods project installed three bus shelters in the MOTA target area customized with artist's Dan Kuehl distinctive designs centered around the local heroes of the Northwest Community.

Transit stops are more than a place to stop. They enhance the value of the street and its landscape and provide comfort, shade, and shelter for residents and transit service users. In the Roanoke Valley approximately 4,000 people ride transit every day. Transit ridership in Southeast is approximately 6% of the total service ridership. During this year's assessment of the bus shelter needs in the SE-Target area, Valley Metro identified nine locations in need for bus shelters in the southeast neighborhood, three of which will be installed in the spring of 2024. Additionally, our team has engaged the Southeast artist in the residency group to develop the bus shelter art concepts for the Southeast target area. With these concepts developed and approved by the community and Valley Metro, we intend to use the current and future HUD- Grant resources to customize all new bus shelters planned for the southeast target area in coordination with Valley Metro.

The Regional Commission and RIDE Solutions staff look forward to continuing this partnership between Valley Metro and the City of Roanoke Arts Commission. Bus shelters that artistically express the community's values and are created by the community make transit riders and neighbors feel connected to and valued by each other and by the region. Please see a detailed scope of work and budget narrative for this project below. Please contact me with any questions at 540-343-4416 or jholmes@rvarc.org

Sincerely,

Jeremy Holmes, RVARC Executive Director

Member Governments: Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, Cities of Covington, Roanoke and Salem, Towns of Clifton Forge, Rocky Mount and Vinton



SCOPE OF WORK

TASK 1. PROJECT INITIATION AND MANAGEMENT

The purpose of this task is to launch the project, clarify roles and responsibilities, keep all partners informed, and keep the project on time and on budget.

- Attend City of Roanoke Mandatory HUD Grant project initiation meeting, review and sign project initiation MOU
- RIDE Solutions staff will hold a kick-off meeting of the working group to present the scope of the project and proposed locations for bus shelters.
- Regional Commission Staff will prepare quarterly reports and reimbursement vouchers and any other reports associated with HUD grant management requirements.

DELIVERABLES

- Project Initiation MOU
- Kick-off meeting agenda, facilitation, and summary notes
- Quarterly reports
- Ongoing project management

TASK 2: COMMUNITY OUTREACH

The purpose of this task is to connect with the Southeast – Belmont/Fallon community group and learn about existing needs for transit shelters.

- RIDE Solutions staff will attend Southeast Belmont/Fallon working group meetings as needed to inform the community about this project and collect input for transit-related needs.
- RIDE Solutions staff will develop a marketing and outreach strategy to inform the community of the project and ensure participation in the ribbon-cutting block party.

DELIVERABLES

- Community input notes
- Marketing and outreach strategy

TASK 3: SELECT LOCATIONS FOR BUS SHELTERS

The purpose of this task is to work with Valley Metro and the City of Roanoke Transportation Division to secure the best locations for the three shelters' installation.

- Valley Metro staff provided a list of locations in need of bus shelters in the Belmont-Fallon Target Area in its vicinity.

Member Governments: Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, Cities of Covington, Roanoke and Salem, Towns of Clifton Forge, Rocky Mount and Vinton



- RIDE Solutions staff will work with Transportation Division staff to determine the feasibility of at least 3 locations to install bus shelters. We will consider the construction activities associated with the Target Area streetscape project along 9th Street and leverage to where is possible these activities to install any bus shelters within this project's timeline.
- RIDE Solutions staff will compile stakeholder input for each candidate location.
- RIDE Solutions staff will present the list to the working group, with information for each candidate location concerning:
 - Average daily boardings,
 - How people with disabilities, older adults, or front-line workers are served at the location, and
 - Information about the neighborhood, such as the number of households in poverty and the number of households without a car.
 - Public input received about each location.
- The working group will select three locations.

DELIVERABLE

- Three confirmed and vetted locations for bus shelters within the Belmont-Fallon Target Area or adjacent.

TASK 4. BUS SHELTER INSTALLATION

This task is where we put the plan into action. At this stage, we will have finalized the locations and marketing plan. This task outlines the local government procedures and requirements to executing the installation of Valley Metro Bus shelters.

- RIDE Solutions staff will prepare and submit encroachment permits for each site to the Department of Economic Development
- The Department of Economic Development staff reviews and approves encroachment permits to be included in the City Roanoke Council Agenda.
- RIDE Solutions staff will solicit quotes from three contractors for the installation of the shelters.
- RIDE Solutions staff will select the contractor to install the shelters.
- RIDE Solutions staff will manage the project and ensure work is done to City of Roanoke and Valley Metro standards.
- Valley Metro will coordinate the installation of the bus shelters after the pads are completed.

DELIVERABLE

- City Council resolution of encroachment approval
- Bus shelters successfully installed.

TASK 5. RIBBON-CUTTING BLOCK PARTY

It is important to celebrate our successes. This celebration is key to keeping the community engaged, but also important for the promotion of the region's transit service Valley Metro

Member Governments: Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, Cities of Covington, Roanoke and Salem, Towns of Clifton Forge, Rocky Mount and Vinton



Roanoke Valley-Alleghany

REGIONAL
commission

rvarc.org

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- RIDE Solutions staff will hold a third meeting of the working group to plan the ribbon-cutting block party.
- The working group will determine the location of the event and other details.
- RIDE Solutions will host the ribbon-cutting block party.

DELIVERABLES

- Event planning and execution.

TASK 6. EVALUATION

This task will allow us to evaluate the program's effectiveness and provide a blueprint for replicating this initiative annually for the neighborhoods across the Greater Valley Metro service area. RIDE Solutions plans to evaluate this project with the following activities:

- RIDE Solutions staff will determine if bus shelters are successfully installed.
- RIDE Solutions will summarize the program in a clean, concise report that highlights the inputs, outputs, outcomes, and impact of the project on the community in a visually pleasing and easy-to-understand manner. RIDE Solutions will share this report with the working group and this report will satisfy the grant requirement for the final report.

DELIVERABLES

- Project Summary Report



BUDGET NARRATIVE

The budget for the Better Bus Stops for Neighborhoods Project is presented below.

BUDGET CATEGORY	BUDGET AMOUNT
RVARC staff salaries and wages	\$7,844
RVARC Benefits	\$2,510
Indirect costs	\$3,313
Contractor costs (up to)	\$62,000
Bus Shelter Customization	\$4,000
Bus Shelter Cost and Installation (In-kind)	\$51,432
Total Personnel Cost (A)	\$13,667
Total Expense – Contractor Cots (B)	\$66,000
Total Expected Donated /In-Kind funds (C)	\$51,432
Total Funds Requested from HUD (A+B)	\$79,667
TOTAL PROJECT COST (A+B+C)	\$131,099

1. RVARC Staff Salaries and Wages

These are cots to cover the salaries of Roanoke Valley -Alleghany Regional Commission Staff who will work on administering this project including:

PROJECT MANAGER: 140 Hours

Andrea Garland – Director of RIDE Solutions Program. Primarily involved in the coordination and execution of all the tasks presented in the project scope.

PROJECT ASSISTANCE: 20 Hours

The Regional Commission Public Engagement manager will assist with the coordination of meetings, developing the marketing plan and marketing materials, planning, and executing the ribbon-cutting block party, and preparing the final report.

PROJECT ACCOUNTING: 10 Hours

Sherry Dean – RVARC Director of Finance, manages all grant funds awarded to the Regional Commission coordinates with the project manager to keep the project on budget, and prepared all associated financial and wages reports required by the grant administrator.

PROJECT SUPERVISION: 5 Hours

Jeremy Holms – RVARC Executive Director will provide oversight and direction to RVARC Staff for this project.

Total Funds requested: \$7,844



2. RVARC Staff Benefits Costs

Costs associated with staff benefits, these costs represent approximately 35% of the salaries and wages cost.

Total Funds requested: \$2,510

3. RVARC Indirect Cost

The RVARC has a federally approved negotiated indirect cost rate with the Department of Interior at approximately 35% of direct costs. Per the submitted agreement all of the grant funds awarded to the RVARC are eligible to receive reimbursement from indirect costs.

Total Funds requested: \$3,313

4. Contractor Costs

Contractor costs will include building up to three concrete pads for placement of a typical Valley Metro Bus Shelter (large or small) and up to three ADA ramps and installation of a sidewalk if required to enhance accessibility to the bus shelter. These costs are estimated based on prices provided by a local contractor. The detailed costs are summarized below. Additionally, we are accounting for a 10% standard construction contingency cost, in anticipation of material cost increase, or other contingencies. It should be noted that the project manager will solicit up to three quotes from contractors once the locations have been selected and she will select a contractor based on a cost that meets the budget expectations not to exceed \$62,000.

Item	Unit Cost	Unit	Qt	Total Cost
Large pad 18' x 10' x 8" Concrete Pad (up to 3)	\$60/SF	180 (SF)	3	\$32,400
ADA Handicap Ramp Type B (up to 3)	\$5,500/EA	1	3	\$16,500.00
5' Concrete Sidewalk with stone	\$20/SF	120 (SF)	3	7,200
Total material and labor cost				\$56,100
10% Construction Contingency Cost				\$5,610
Total Calculated Cost Proposed				\$61,710
Contractor work not to exceed				\$62,000

Total Funds Requested: Up to \$62,000

5. Bus Shelter Cost and Installation



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Valley Metro will install the shelters. For budget projection purposes we assume that all 3-shelters will be a large shelter, therefore the maximum cost donated by valley metro for the project is \$51,432. The costs are explained below.

Shelter cost and installation

- Large shelter \$16,510.00 - Maximum dimensions of 14' wide x 9' 6" tall x 4' 9" deep. There shall be an area under the roof of the shelter no less than 30"x 48" to meet ADA requirements.
- LED Light Strips \$295
- Smoke-tinted roof \$339

Total Funds donated for 3-shelters: \$51,432.

Note: if needed the cost for a small shelter is \$12,618.81

6. Bus Shelter Customization

Bus shelters will be donated by Valley Metro and will be customized with the 2024 selected art theme created by the Southeast artists in residency. The customized bus shelters will reflect the character of the neighborhood. We are soliciting \$4,000 to pay manufacturer fees, and digitization of the custom design to manufacturers requirements.

Total Funds requested: \$4,000.

Total Funds Requested from HUD \$79,667

CERTIFICATION OF APPLICATION

The Board of Directors of The Roanoke Valley-Alleghany Regional Commission

hereby resolves that on _____

the Board reviewed the Application for CDBG, HOME, or ESG (*indicate which funding source*) CDBG submitted to the City of Roanoke Office of HUD Community Resources for funding consideration for the fiscal year 2024/2025 and in a proper motion and vote approved this application for submission. The Board further certifies that the organization making this application has complied with all applicable laws and regulations pertaining to the application and is a non-profit organization, tax-exempt and incorporated in the State of Virginia.

The Roanoke Valley-Alleghany Regional Commission (*name of organization requesting CDBG, , HOME, or ESG funds*) hereby

proposes to provide the services or program identified in the Program Narrative in accordance with this application for Community Development Block Grant, HOME or Emergency Solutions Grant Funds. If this application is approved and this organization receives CDBG, HOME, or ESG funding from the City of Roanoke, this organization agrees to adhere to all relevant Federal, State and local regulations and other assurances as required by the City. Furthermore, as the duly authorized representative of the organization, I certify that the organization is fully capable of fulfilling its obligation under this application as stated herein.

I further certify that this application and the information contained herein are true, correct and complete. I acknowledge and accept the terms and conditions of the Threshold Certification, and understand that omission of any required documents shall render the application as non-acceptable.

The Board has also authorized the following person(s) to have signatory authority regarding this grant:

<u>Jeremy Holmes</u>	<u>Executive Director</u>
Name	Title
<u>Andrea Garland</u>	<u>Director or RIDE Solutions Program</u>
Name	Title

President/Board of Directors
(Or other authorized person)

Date

PENALTY FOR FALSE OR FRAUDULENT STATEMENT

U.S. Code Title 18, Section 1001, provides that a fine of up to \$10,000 or imprisonment for a period not to exceed five years, or both, shall be the penalty for willful misrepresentation and the making of false, fictitious statements, knowing same to be false.