



(Official Name: Roanoke Valley Area Metropolitan Planning Organization)

## **UNIFIED PLANNING WORK PROGRAM**

### **Fiscal Year 2025**

(July 1, 2024 – June 30, 2025)

**FINAL April 25, 2024**

Roanoke Valley Transportation Planning Organization (RVTPO)  
c/o Roanoke Valley-Alleghany Regional Commission  
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Prepared on behalf of the Roanoke Valley Transportation Planning Organization (RVTPO) by the staff of the Roanoke Valley-Alleghany Regional Commission through a cooperative process involving the cities of Roanoke and Salem, the counties of Botetourt, Bedford, Montgomery and Roanoke, the town of Vinton, the Greater Roanoke Transit Company, the Roanoke-Blacksburg Regional Airport Commission, the Virginia Department of Transportation, the Virginia Department of Rail and Public Transportation, the Federal Highway Administration, and the Federal Transit Administration.

The preparation of this program was financially aided through grants from the Federal Highway Administration, Federal Transit Administration, Virginia Department of Rail and Public Transportation and the Virginia Department of Transportation.

The RVTPO will strive to provide reasonable accommodations and services for persons who require special assistance to participate in its public involvement opportunities. Contact the Public Involvement and Community Outreach Coordinator at (540) 343-4417 for more information.

The RVTPO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information, or to obtain a Discrimination Complaint Form, see [www.rvarc.org](http://www.rvarc.org) or call (540) 343-4417.

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Program Administration, Activities, and Budget

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Roanoke Valley-Alleghany

**REGIONAL**  
**commission**

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The 25<sup>th</sup> day of April 2024


## **RESOLUTION**

### **Approval of the FY 2025 Rural Transportation Planning Work Program Scope of Work**

**WHEREAS**, the FY 2025 Rural Transportation Planning Work Program Scope of Work will serve as the basis for all federal Department of Transportation (DOT) and/or Virginia Department of Transportation (VDOT) funding participation and will be included in all requests for DOT/VDOT planning funds within the rural planning area of the Roanoke Valley-Alleghany region; and

**WHEREAS**, this Planning Work Program Scope of Work details all transportation and transportation-related planning activities anticipated within the rural area of the district during the coming fiscal year.

**NOW, BE IT THEREFORE RESOLVED** that the Roanoke Valley-Alleghany Regional Commission does hereby approve and adopt the FY 2025 Rural Transportation Planning Work Program Scope of Work, as presented.

  
\_\_\_\_\_  
Jim Wallace  
Chairman

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



### III. RESPONSIBILITIES FOR TRANSPORTATION PLANNING

The Roanoke Valley Transportation Planning Organization (RVTPO) is the organization responsible for conducting the continuing, comprehensive, and coordinated (3-C) planning process for the Roanoke Valley area in accordance with requirements of Section 134 (Title 23 U.S.C.) of the Federal Highway Act of 1962, and Section 8 of the Federal Transit Act. The RVTPO – Doing Business As (DBA) name (official name: Roanoke Valley Area Metropolitan Planning Organization) is the official Metropolitan Planning Organization for the Roanoke Valley area, designated by the Governor of Virginia, under Section 134 of the Federal Aid Highway Act, and the joint metropolitan planning regulations of FHWA and FTA.

The decision-making body of the RVTPO is its Policy Board which consists of sixteen voting members. The voting membership of the Policy Board consists of the following representatives:

#### **Voting Membership on the RVTPO Policy Board**

Bedford County	1 representative
Botetourt County	2 representatives
Roanoke County	2 representatives
Montgomery County	1 representative
City of Roanoke	2 representatives
City of Salem	2 representatives
Town of Vinton	2 representatives
Greater Roanoke Transit Company	1 representative
Virginia Department of Transportation	1 representative
Virginia Department of Rail and Public Transportation	1 representative
Roanoke Blacksburg Regional Airport Commission	1 representative

More details about the Board’s structure are available online at [rvarc.org](http://rvarc.org). Staff of the Roanoke Valley-Alleghany Regional Commission perform the day-to-day operations of the RVTPO. The staff, in conjunction with RVTPO’s member agencies, collect, analyze and evaluate demographic, land use, and transportation data to gain a better understanding of the transportation system requirements of the area. Staff members also prepare materials for use at Policy Board and Technical Committee meetings as well as any sub-committee meetings.

Professional staff members participate in all RVTPO meetings, share technical expertise and provide administration of the transportation planning program. In addition, staff members represent the agency at other meetings regarding planning activities within the region.

### IV. REGIONAL AIR QUALITY CONSIDERATIONS

In October 2015, the Federal Environmental Protection Agency established the 8-hour Ozone standard at 70 parts per billion (ppb). Recent trends in ground level ozone for the Roanoke Valley indicate that RVTPO is in compliance with the October 2015 8-hour Ozone standard. According to the Virginia Department of Environmental Quality, the Roanoke design value for 2021-2023 was 60 ppb, a slight increase over the previous collection period. RVTPO staff will continue to evaluate the region’s air quality standard compliance.

## V. FISCAL YEAR 2024 ACCOMPLISHMENTS

A concise summary of key planning activities performed in FY2024 is below:

### 2.01 Regional Transportation Planning

- Staff led development of a *Regional Electric Vehicle Charging Study* to examine challenges and barriers to the implementation of a robust EV charging network, including evaluation of local ordinances, zoning, planning, and right-of-way issues.
- Staff completed a *Regional Travel Demand Study* on travel patterns, trip satisfaction, and transportation options.
- Staff managed the MS PowerApps database and web application that holds all fiscally constrained and vision transportation projects in the RVTP and TIP.
- Staff provided RVTPO planning boundary updates based on 2020 census data with adoption anticipated in FY25.

### 2.02 Transportation Funding Pursuit & Programming

- Staff monitored deliberations of the Commonwealth Transportation Board on revisions to the SMART SCALE transportation project funding process, evaluated potential impacts, and coordinated communications with regional stakeholders.
- Staff facilitated funding requests for ten projects under the Surface Transportation Block Grant Program and the Carbon Reduction Program.
- Staff initiated a VDOT Request to Administer (RTA) for managing Professional Engineering Services to support the Glade Creek Greenway Phase III project.

### 2.03 Congestion Management

- Staff provided a yearly update on the 2020 Congestion Management Process.
- Staff provided a special report for RVTPO stakeholders on regional congestion in a statewide context.

### 2.04 Public Transportation Planning

- Staff coordinated with Valley Metro staff on a review of data collected through Automatic Passenger Counters as part of a Bus Stop Activity Analysis.
- Staff worked with Valley Metro on the development of their *Transit Strategic Plan*

### 2.05 Public Engagement

- Staff oversaw the modernization of the RVARC website, enhancing the clarity of RVTPO pages and enabling the integration of surveys for increased public engagement.
- Staff participated in the quadrennial Federal Certification Review and will implement recommendations in the upcoming fiscal year.
- Staff led a triennial update to the Public Participation Plan
- Staff participated as a speaker in the *2023 National Safe Routes to School Conference*, and the *Pennsylvania Downtown Center Walk Works Summit*, on the subject of Traffic Gardens.

### 2.06 Complete Streets Planning

- Staff coordinated with the Town of Vinton and consultants to complete the Vinyard Road Corridor Study which led to subsequent work by a consultant and an application for funding.

- Staff conducted research, public outreach, and stakeholder engagement to create a draft Active Transportation Plan, with anticipated adoption in FY25.
- Staff participated in the *2023 Virginia Walkability Action Institute*; the Roanoke City Cohort, was awarded Best Team overall for the Academy, and delivered a comprehensive walkability improvement project to the Roanoke City Northwest Neighborhood; the project includes installation of new bus shelter, installation of Rectangular Rapid Flashing Beacon (RRFB) device, and Traffic Calming Street Art Project.
- Staff initiated a Safe Route to School programmatic collaboration with the City of Roanoke Public Schools and Pedal Safe Roanoke Volunteers. These efforts lead to completing a Preston park Elementary Walkabout project and a Walking School Busses program.
- Staff created a Bicycle Parking Application Program to award free bicycle parking to localities and non-profit organizations across the Roanoke Region. In partnership with the Friends of the Blue Ridge Foundation, the RVARC awarded eleven new bike racks to Roanoke City, Roanoke County, Botetourt County, Covington, and Roanoke College

## **VI. FEDERAL PLANNING CONSIDERATIONS**

The work tasks within this UPWP are reflective of issues and concerns from transportation agencies at the federal, state and local levels as well as transportation needs identified by the region's citizens. An underlying theme to the RVTPPO's transportation work is the establishment and pursuit of performance targets, the use of performance measures to track progress towards meeting those targets, and a performance-driven outcome-based approach to transportation planning, programming and decision-making.

Specifically, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have requested that eight priority areas of emphasis be incorporated into the work undertaken through the UPWP. These areas are summarized below:

### **1) Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future**

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

### **2) Equity and Justice<sup>40</sup> in Transportation Planning**

Advance equity and support for underserved and disadvantaged communities, ensuring public involvement that reflects diverse perspectives, concerns, and priorities. Executive Order 14008 and M-21-28 advance environmental justice by working toward the goal that at least 40% of the benefits from many of grants, programs, and initiatives flow to disadvantaged communities.

### **3) Complete Streets**

A complete street feels safe for everyone using the street. Arterial roadways tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. These roads should have safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities where appropriate to access destinations thus making them "complete streets." Addressing bicycle safety along arterial roadways, where appropriate, may be achieved by safe, comfortable facilities located on the roadway, adjacent to the road, or on a nearby parallel corridor. Prioritizing safety improvements



and speed management on arterials is essential to creating complete travel networks for those without access to single-occupancy vehicles.

#### **4) Public Involvement**

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

#### **5) Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination**

The STRAHNET system facilitates the country's national and civil defense needs. In the Roanoke Valley this system includes I-81, I-581 and U.S. 460 east of I-581. These facilities provide access to Department of Defense facilities outside the region and are essential to national security.

#### **6) Federal Land Management Agency (FLMA) Coordination**

Consideration and analysis of needs related to access routes and other public roads and transportation services that connect to Federal lands, including the Blue Ridge Parkway and the Appalachian Trail remains a federal priority. The George Washington and Jefferson National Forest is also just north of the RVTPO area.

#### **7) Planning and Environment Linkages (PEL)**

PEL is an approach to decision making that considers environmental, community, and economic goals early in the transportation planning process. The goal is to serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.

#### **8) Data in Transportation Planning**

Data sharing across state, regional, and local levels across issues will inform planning activities on issues including freight, bike and pedestrian planning, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety.

Additionally, the Infrastructure Investment and Jobs Act (IIJA), signed into law on November 15, 2021, outlines federal priorities for transportation planning and provides more funding opportunities for the region through September 30, 2026. Some new items from the IIJA are the consideration of state and local housing patterns in the planning process, permitting the use of social media and other web tools to encourage public participation in planning, and requiring MPOs to consider the equitable and proportional representation of the population within the planning area when designating officials.

The UPWP is also guided by the following planning factors contained in the Fixing America's Surface Transportation (FAST) Act and continued in the IIJA:

- (1)** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2)** Increase the safety of the transportation system for motorized and non-motorized users;
- (3)** Increase the security of the transportation system for motorized and non-motorized users;

- (4)** Increase accessibility and mobility of people and freight;
- (5)** Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (6)** Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- (7)** Promote efficient system management and operation;
- (8)** Emphasize the preservation of the existing transportation system;
- (9)** Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- (10)** Enhance travel and tourism

## **VII. WORK PROGRAM TASKS AND BUDGET**

On April 15, 2024, the RVTPO went through its third official Federal Compliance Review. Implementing the recommendations from this review will guide planning and programming process improvements over the next fiscal year, including a continued emphasis on the incorporation of performance metrics where appropriate. Unless otherwise stated, the tasks listed in the following sections will be performed/led by RVARC staff.

### **1. PROGRAM SUPPORT & ADMINISTRATION**

This task covers three main areas:

#### **1.01 General Administration & Operations**

This task includes ongoing activities that ensure proper management and operation of a continuing, comprehensive, and coordinated (3-C) planning process as described in the Planning Agreement on Performance-Based Metropolitan Transportation Planning Responsibilities for the Roanoke Valley Region. The primary objectives of this task are (1) to implement the UPWP throughout the fiscal year and provide all required administrative functions including all accounting functions, personnel administration, office management, financial reporting, contract administration, and purchase and upkeep of necessary office equipment; and (2) to support the activities of the RVTPO through the preparation of reports, presentations, agendas, minutes and mailings for all Policy Board, Technical Committee, and related meetings, as well as attendance at those meetings. Attendance at staff meetings, stakeholder coordination meetings, and timekeeping are included in this task as well.

#### **1.02 Training and Staff Development**

Staff education and training remains crucial to advance the planning priorities of an ever-changing region and to ensure alignment with new federal transportation regulations/guidelines. Staff must be positioned to work collaboratively with Board and committee members to develop a shared understanding of changes to federal regulations and guidelines and innovative planning practices and concepts.

#### **1.03 Work Program Management**

This task provides for management and monitoring of the UPWP and related activities. If during this fiscal year, an amendment to the UPWP is deemed necessary due to changes in planning priorities and/or the inclusion of new planning efforts, staff will identify and detail such amendments for consideration by the RVTPO Policy Board.

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

#### ***Products and Schedule:***

- UPWP for FY 2026 (Spring 2025)
- Maintenance/amendments to the FY 2025 UPWP (as needed)
- Monitoring of FY 2025 UPWP budget and progress on activities (ongoing)
- Efficient office operation, accurate financial information, preparation of quarterly reports, and preparation of information in support of RVTPO activities. (ongoing)

- Administrative support for the Transportation Technical Committee, Transportation Policy Board, and other related work groups and/or subcommittees, including the development and timely distribution of meeting agendas and related materials and other support activities.
- Well-trained and informed staff and Policy Board members. (as needed)

**Lead:** RVARC staff

**Estimated Budget:** \$133,575 (\$94,989 PL and \$38,586 FTA/5303) (included for planning purposes; not intended to be restrictive)

## 2. PROGRAM ACTIVITIES

### 2.01 Regional Transportation Planning

The following regional transportation planning activities are responsible for demonstrating federal compliance for the long-range metropolitan transportation planning process.

**Objective and Description:** Regional transportation planning enables local stakeholders to think beyond traditional borders and adopt a coordinated approach to addressing current transportation needs and planning for the future mobility of people and freight. Every five years, the RVTPO updates the Roanoke Valley's Transportation Plan (RVTP). The current plan was approved in January 2023.

In 2022, the RVTPO began development of a new performance-based planning and programming process with grant assistance from the Virginia Office of Intermodal Planning and Investment. Given the timing of the region's transportation plan update, the new process will be concurrently implemented with the RVTP.

Staff will continue to implement and refine the performance management approach to transportation planning and programming initiated in 2022 with the new PBPP process. Performance-based planning and programming includes the utilization of transportation performance measures and targets, performance reporting, and investment directed towards the achievement of transportation system performance outcomes.

The overall approach to transportation planning in the Roanoke Valley will be performance-driven, outcome-based and multi-modal in focus. This item covers the activities related to the development, maintenance, and implementation of the region's transportation plan and includes, but is not limited to, the following activities:

#### **New Activities:**

- Staff will continue to analyze the results of the US Census 2020 and the impacts of population changes on the RVTPO region in FY25. Staff will develop a new study area boundary to guide ongoing planning efforts and the next update to the RVTP.
- Staff will continue collaboration on a consultant-led regional electric vehicles charging study, distribute the results to stakeholders, and provide technical assistance with implementation activities.
- Staff will expand data management and data sharing capacity across all modes of transportation.
- Staff will conduct a triennial update to the Roanoke Region Transportation Priorities for Economic Development and Growth.

- Staff will conduct an evaluation of challenges and opportunities to enhance truck parking along Interstate 81 and the region's Corridors of Statewide Significance, including potential funding sources for such enhancements.
- Staff will collaborate with Virginia Tech's Smart Cities for Good research group on public engagement activities in support of their research project on autonomous transit in rural towns and small cities. This work item also appears in the FY25 Rural Transportation Work Program where a majority of the work will be assigned.
- Staff will continue collaboration to explore the feasibility of microtransit in the Alleghany Highlands and Franklin County. This work item also appears in the FY25 Rural Transportation Work Program where a majority of the work will be assigned.

### **Ongoing Activities:**

- *Staff will provide General Technical support on the following priorities:*
  - a. **Roanoke Valley Transportation Plan Implementation:** Staff will maintain and implement the Roanoke Valley Transportation Plan including on-going consultation with stakeholders on regional priority transportation needs, possible and preferred solutions/strategies to address those needs, and to identify priority investments to pursue, and utilization of the new travel demand model to demonstrate the impacts of future build scenarios. Staff will work within the RVTP PBPP process which acknowledges the "developmental RVTP" - the ongoing work of the continuous, cooperative and collaborative planning approach to attain the region's transportation vision. Staff will provide regular updates on regional priority needs and projects through various media channels.
  - b. **Roanoke Valley Performance-Based Transportation Planning Process:** Staff worked with the VA Office of Intermodal Planning and Investment's GAP consultant team in FY23 to develop and document the RVTPO's performance-based planning process. The PBPP process was applied to the development of the Roanoke Valley Transportation Plan. Staff will continue to apply the PBPP process to ongoing work related to the RVTP including incorporation of a new database in MS Power Apps which houses the region's transportation needs, funded projects, and priority projects to pursue. Maintaining and improving this database will be a key focus of this work. Staff will use this database to complete summary pages for projects in the TIP to facilitate ongoing planning activities.
  - c. **Roanoke Valley Transportation Plan Adjustments/Amendments:** Staff will work with stakeholders to continuously assess progress on addressing transportation needs and pursuing priority transportation investments for the region; staff will adjust or amend the RVTP content as needed. Updating the MS Power Apps database to reflect new information including new needs and projects is included in this item.
  - d. **Federal Transportation Performance Measures Integration:** This item will address any necessary work to integrate federally required and recommended performance measures and targets into the region's PBPP process and transportation plan. This item will continue assessing and compiling the data needs required for the performance-based approach to long-range planning.
  - e. **Air Quality and Environmental Analysis and Planning:** As noted previously, the Federal EPA revised the nationwide 8-hour Ozone Standard in early October 2015, to 70 parts per billion (ppb) based on a 3-year average. The RVTPO is in compliance with the October 2015 standard. RVTPO staff will monitor announcements and news concerning both fine particulate PM2.5 and

Greenhouse Gases (GHGs) in case the federal government requires transportation planning process compliance for those two classes of pollutants in addition to ground level Ozone. This item is intended for any applicable air-quality or environmental analysis and planning that may be required by the federal EPA. Currently the RVTPO is in an Ozone Early Action Compact – Early Action Plan area and is not subject to conformity analysis.

- f. **Travel Demand Model:** Under a DRPT grant, staff worked with a consultant to conduct a Regional Travel Survey in FY23. Staff published the results of the Travel Survey in FY24 and presented findings to the Transportation Technical Committee and Transportation Policy Board. Staff will continue to apply the 2045 travel demand model to planning scenarios and continue coordination with VDOT modelers to analyze the impacts of transportation plan priority projects to pursue. Staff will continue revisions to this model concurrent with the availability of new data.
- g. **Glade Creek Phase III** – Staff will administer the procurement process for preliminary engineering on the Town of Vinton’s Glade Creek Phase III project as outlined in the project administration agreement approved by the Virginia Department of Transportation.
- h. **Coordination with Other Plans:** In particular, staff will ensure that metropolitan transportation planning is coordinated with the VTrans statewide transportation plan, the RVARC’s rural long-range transportation plan, and any other related long-range transportation plans.
- i. **Other Technical Work:** Any other technical plan and process work; such work may involve consultant assistance.

**Products and Schedule:**

- Roanoke Valley Transportation Plan Amendments/Adjustments (as needed)
- 2050 Study Area Boundary (ongoing)
- Coordination with VTrans, VDOT’S Rural Long-Range Transportation Planning Process, Livable Roanoke Valley plan implementation and other long-range plans (ongoing)
- Maintenance of RVTP MS Power Apps database (ongoing)
- Triennial update to the Roanoke Region Transportation Priorities for Economic Development and Growth (Winter/Spring FY2024-25)
- Truck Parking Evaluation on Corridors of Statewide Significance (Methodology Fall 2024, Study Spring 2025)
- Travel Demand Model implementation (ongoing)
- Implementation activities related to the Electric Vehicles Charging Study
- Monitoring of Ozone and PM 2.5 trends with regards to continued air quality compliance; Monitoring of federal and state policies concerning Greenhouse Gas (GHG) and their possible impact on the RVTPO planning process; Public outreach and maintenance of air quality action day communication lists (as needed).
- Other metropolitan transportation planning technical work as required (ongoing)

**Lead:** RVARC staff

**Estimated Budget:** \$413,031 (\$352,550 PL and \$60,481 FT/5303) (included for planning purposes; not intended to be restrictive)

**2.02 Transportation Funding Pursuit and Programming**

**Objective and Description:** The RVTPO pursues various transportation funding opportunities, manages the process by which certain federal programs allocate funding in the RVTPO region, and approves the use of federal funds for priority transportation investments.

As required by federal planning and programming regulations, the Transportation Improvement Program (TIP) for the Roanoke Valley area is a four-year program of the planned federal obligations for highway, bicycle, and pedestrian projects eligible and previously selected to receive federal funds and for transit projects anticipated to be selected in each grant year. State and locally funded projects may also be included in the TIP to assess progress towards achievement of regional goals and performance measures. In FY2023, the Roanoke Valley Transportation Plan was adopted, clarifying the function of the TIP to demonstrate federal funds being obligated to RVTPO approved funded projects listed in the RVTP.

The TIP, as a component of the RVTP, is updated every three years with amendments or adjustments in intervening years, as needed, and must be approved by the RVTPO Policy Board and the Governor of Virginia.

The RVTPO administers the allocation of Roanoke Valley formula funds for the following federal programs:

- The RVTPO's federal apportionment of **Surface Transportation Block Grant (STBG)** Program: Roanoke Valley Urbanized Area Suballocation Funding, referred to previously as the Regional Surface Transportation Program (RSTP);
- The **Carbon Reduction Program (CRP)** is a smaller category of funding for projects designed to reduce transportation emissions. The RVTPO is eligible through its status as a Metropolitan Planning Area (MA) with Transportation Management Area (TMA) status within Virginia;
- The **Transportation Alternatives Set-Aside (TA)** is another smaller category of funding for which the RVTPO Policy Board will select projects within the RVTPO Study Area Boundary. The Roanoke Valley also receives FTA 5310 funds (transportation for the elderly and people with disabilities). Although DRPT manages these funds for the RVTPO, staff are involved with the coordination of projects and monitors the use of these funds as they are approved by the RVTPO Policy Board and programmed in the TIP.

The RVTPO is responsible for awarding funding to these suballocation programs as outlined in the *Project Development and Selection Procedures for Roanoke Valley Urbanized Areas Suballocation Funding* procedures manual.

SMART SCALE is Virginia's prioritization process for selecting and investing in transportation projects; applications are due every even year. MERIT is DRPT's public transportation grants program and applications are accepted yearly.

The Infrastructure Investment and Jobs Act continues to provide many discretionary federal funding opportunities.

This task primarily involves work related with the above-mentioned items and any work involving grants or the programming of funds; some activities covered in this task may include but are not limited to:

**New Activities:**

- Administration of STBG Round 7 – new application year.
- Administration of Carbon Reduction Program – new application year.
- Administration of Transportation Alternatives Program (even years)
- SMART SCALE Round 6 – submission of final applications by August 1, 2024.

**Ongoing Activities:**

- Approval of new performance measure targets and updates to existing targets as required by federal regulation;
- Facilitation of the RVTPO's submission of SMART SCALE projects;
- Monitoring of new developments within the SMART SCALE process;
- Administration of the RVTPO's STBG and CRP programs per the approved policies and procedures;
- Updates to the STBG, CRP, and TA program policies and procedures as needed;
- Monitor the status of STBG projects;
- Management of the RVTPO's TA and FTA 5310 funding programs in coordination with the respective state agency; Staff will continue to update stakeholders on progress for TA projects;
- Preparation of amendments and/or adjustments to the current TIP or specific STBG/TA funding program allocations. This includes maintenance of the RVTPO's Funded Projects in the RVTP along with the MS Power Apps database that was created in FY23.
- Coordination with OIPI, VDOT and VDRPT on TIP, STIP, SMARTSCALE, Six-Year Improvement Program (SYIP) details, procedures and updates, and performance measures. Such coordination will involve participation in and travel to statewide meetings related on these and similar topics;
- Coordination with FTA, DRPT, and transit grantees including Valley Metro, RADAR, and Roanoke County on transit-related funding and programming regarding the SYIP, TIP, and formula grant programs;
- Coordination with VDOT, VDRPT, and transit grantees including Valley Metro, RADAR, and Roanoke County as needed on the publication of the Annual Obligations Report;
- Coordination with the Virginia Association of MPOs on programming-related items;
- Investigation of grant opportunities as they arise and technical assistance with applications, including grants under the IJJA, IRA, and other federal programs;
- Coordination with the State and other stakeholders on implementing improvements to I-81 and monitoring related progress and legislation. Staff will coordinate work with the I-81 Corridor Improvement Committee and attend related meetings as needed.

***Products and Schedule:***

- TIP amendments/adjustments (ongoing as needed)
- Annual listing of projects with federal obligations (Winter 2024/2025)
- Current STBG, CRP, and TA project updates (Fall 2024 - Winter 2025)
- STBG Financial Plan update (Fall 2024 - Spring 2025)
- Carbon Reduction Financial Plan (Fall 2024 – Spring 2025)
- Adjustments to STBG, Carbon Reduction, TA funding plans (as needed)
- Update STBG Project Development and Selection Procedures (as needed)
- Submission of SMART SCALE project applications (Summer 2025)
- Monitor legislative and Commonwealth Transportation Board modifications to the SMART SCALE program (as needed)
- Monitor developments with the I-81 Corridor Improvement Program (ongoing)



- Update website with related information, data collection and analysis of performance measures, MS Power Apps database with project information, and staff-administered public involvement process for products requiring input (ongoing)
- Review the Six-Year Plan for new projects and revised projects to inform project updates, tracking, and potential amendments to the TIP.
- Staff participation in meetings on the above-mentioned and related topics (ongoing)
- Additional products may include grant applications for transportation funding, funding analysis, new performance measures data development, and others (ongoing)

**Lead:** RVARC staff

**Estimated Budget:** \$107,801 (\$60,568 PL and \$47,233 FTA/5303) (included for planning purposes; not intended to be restrictive)

### **2.03 Congestion Management Process**

**Objective and Description:** The most recent Congestion Management Process (CMP) was approved in October 2020 with implementation progress reports completed each subsequent fiscal year. The last CMP progress report was completed in FY23. These two products guide the work done under this task. This section provides for development and implementation of the CMP as well as amendments, adjustments, or updates of the process to incorporate new data or findings.

This task item primarily involves work related with the activities outlined in the CMP document; some activities covered in this task may include but are not limited to:

#### **New Activities:**

- **Roanoke Valley Transportation Plan Follow-Up:** Staff will work with stakeholders towards addressing the priority congestion needs in the RVTP by clarifying the needs, identifying possible and preferred solutions, and pursuing funding as needed.

#### **Ongoing Activities:**

- **CMP Implementation:** Staff will continue implementation of regional CMP objectives/strategies, monitor system performance measures, collect data, analyze congestion, coordinate congestion management with other agencies, and integrate new data sources and data analysis into the CMP planning process. The upcoming FY is an opportunity to review CMP objectives, performance measures, and strategies to ensure the CMP remains a relevant document for addressing regional congestion.
- **Land Use/Transportation Planning:** Staff will facilitate coordination between state and local governments around transportation and land-use by utilizing the Urban Development Areas and Multimodal Centers and Districts Framework and analyzing local zoning and land use compatibility. Products of this effort support the congestion management process and may include future build-out scenarios, land use/transportation investment mapping, model comprehensive plan/zoning ordinance language, and other products that could be used by localities in their planning efforts to minimize future congestion.

**Products and Schedule:**

- Ongoing CMP data monitoring, regional congestion analysis, implementation and evaluation of congestion management strategies, and progress reporting; updates to CMP performance measures, objectives, and strategies reporting.

**Lead:** RVARC staff

Estimated Budget: \$33,009 (\$13,720 PL and \$19,289 FTA/5303) (included for planning purposes; not intended to be restrictive)

## **2.04 Public Transportation Planning**

**Objective and Description:** The Roanoke Valley Transportation Plan identifies a few priority transit access and transit system management needs for the region. Further clarification of these needs will assist in the development of potential solutions. The RVTP process also identified other transit needs that were not priorities but could become priorities in the future; as time permits, staff will work to better understand the other documented transit needs and work with stakeholders to identify preferred solutions, projects or services to pursue.

The Greater Roanoke Transit Company (Valley Metro) is the Roanoke Valley's designated provider of fixed-route transit. Unified Human Services Transportation Systems, Inc. (RADAR) provides paratransit services in the Roanoke Valley under contract to Valley Metro (STAR service). Via is the transit operator in the Roanoke Valley for Roanoke County (CORTRAN service) as of January 2021. Botetourt County also provides transit services to its senior and disabled populations. Other organizations such as enCircle and Local Office on Aging provide transportation services to their clients and federal funding has been used to support their programs.

This item aims to provide public transportation planning assistance and support the Roanoke Valley's planning efforts for transit service enhancements. The region's vision for transit is captured in the Transit Vision Plan. Additionally, the Coordinated Human Services Mobility Plan (CHSMP), Valley Metro and RADAR Transit Development Plans, and Valley Metro Transit Strategic Plan. Staff will provide assistance to the responsible agencies as needed to maintain and update these required documents.

At a minimum this item will include:

### **New Activities:**

- **Roanoke Valley Transportation Plan Follow-Up:** Staff will work with stakeholders towards addressing the transit access and system management needs in the RVTP by clarifying the needs, identifying possible and preferred solutions, and pursuing funding as needed.
- **Automatic Passenger Counter Activity Analysis:** Staff will work with Valley Metro to analyze bus stop activity and trends for future recommendations.

### **Ongoing Activities:**

- **Commuter Assistance Program Strategic Plan (CAPSP):** Staff will continue development of a commuter assistance program strategic plan as required by DRPT for Transportation Demand Management Programs. RideSolutions is the region's TDM program staffed by the Regional Commission. In FY23, a travel survey was conducted to support this effort. A consultant was utilized in FY24 to create the CAPSP with staff

managing and participating in the effort to guide the RideSolutions program over the next five years. In FY25, staff will implement the strategic actions outlined in the consultant report. The development of a Carbon Reduction Strategy will be aligned with the one being developed at the state level.

- **Implementation of Roanoke Valley Transit Vision Plan (TVP), Valley Metro Transit Strategic Plan (TSP), and Regional Transit Development Plans (TDP):** The TVP provides the vision for future transit services and connections in the Roanoke Valley. The TSP for Valley Metro was developed in FY23-24 by Valley Metro. The TSP is the update to the 2018 Valley Metro TDP; RADAR also has a TDP with required annual updates. Priority needs and projects/services were incorporated into the RVTP and will be reflected in the TSP and TDP when updated. Staff will continue to provide any needed assistance or coordination to transit agencies as they develop and implement these plans.
- **Human Services-Public Transit Coordinated Transportation Planning:** Staff will provide assistance with coordinating human services transportation. Staff will participate in quarterly meetings, review materials, and provide input as needed.
- **Passenger Rail and Public Transit Coordination:** Staff will support the ongoing effort to plan improvements for transfers between public transit and rail as well as expansions of passenger rail services.
- **Vanpool Planning:** Staff will continue working with existing and prospective employees to plan vanpools and to provide new options for mobility between the RVTPPO area and destinations beyond.
- **Maintenance and Development of Transit-related GIS shapefiles and maps:** Staff will develop new or update existing transit-related GIS shapefiles and regional planning maps as modifications are made to the regional transit network.
- **General Transit Planning:** As needed, staff will incorporate transit components into other studies and plans identified in this Work Program and support any coordination of urban transit service planning with the rural area or other intercity transit services.

**Products and Schedule:**

- Planning for vanpool service(s) (as needed)
- Transit service analysis, studies, mapping, etc. as needed (ongoing)
- Maintenance of GIS databases and mapping (ongoing)
- Automatic Passenger Counter Activity Analysis (Fall 2024)

**Lead:** RVARC staff

**Support:** RVARC may seek additional consultant assistance from DRPT for the CAP Strategic Plan.

**Estimated Budget:** \$15,894 FTA/5303 (included for planning purposes; not intended to be restrictive)

**2.05 Public/Stakeholder Engagement**

**Objective and Description:** Public participation, stakeholder coordination and outreach are key elements of the RVTPPO's planning efforts. Activities will include but are not limited to the following activities:

**Ongoing Activities:**

- **Federal Planning Certification Review – Implementation of Recommendations:** Because the urbanized area’s population is above 200,000, the Roanoke Valley is designated a Transportation Management Area (TMA). Every four years the Federal Highway Administration, Federal Transit Administration, and the State conduct a review of the RVTPO’s adherence to effective transportation planning practices for metropolitan planning organizations as outlined in the federal code. The most recent Certification Review took place in April 2024. Staff will continue to review and implement the federal recommendations to improve the transportation planning and programming process in the Roanoke region.
- **Public Participation:** Staff completed a triennial update to the 2018 Public Participation Plan (PPP) in FY24. . Staff will review and evaluate public participation efforts and adjust strategies based on the FY24 update to the Public Participation Plan as needed.
- **Title VI:** Staff updated the Title VI Implementation Plan in FY20 and has since addressed non-compliance issues. Staff will continue to review federal requirements and monitor performance. .
- **TPO Website Strategy:** The RVTPO website received a comprehensive update in FY24. Staff will continue to explore additional options to ensure website materials are current and that users will experience a smooth interface. This subtask allocates resources specifically for website improvement as well as public involvement through social media and other methods.
- **TPO Demographic Profiles Maintenance and Updates:** RVTPO Demographic Profiles will be updated per the availability of U.S. Census 2020 data sources
- **Regional Bicycle & Pedestrian Committee:** Staff will continue to manage the Regional Bicycle & Pedestrian Committee, facilitate approximately five meetings/year, and support activities related to Complete Streets planning.
- **Celebrate Transportation Day:** In 2018, the Virginia General Assembly passed HJ59 designating the Thursday before Memorial Day as Celebrate Transportation Day in Virginia. Staff may develop and participate in related activities.
- **Conferences, Webinars, Teleconferences and Seminars:** Staff will remain current on broader transportation, land use, and other related planning activities by participating in transportation and planning webinars, conferences and meetings for various organizations/groups including:
  - the Association of Metropolitan Planning Organizations (AMPO)
  - the Transportation Research Board (TRB), National Association of Development Organizations (NADO), Governor’s Transportation Conference (GTC),
  - American Planning Association (APA),
  - Association of Pedestrian and Bicycle Professionals (APBP)
  - Virginia Association of Metropolitan Planning Organizations (VAMPO),
  - Virginia Chapter of the American Planning Association (VAPA), and
  - Virginia Transit Association (VTA).
- **Public Involvement Forum, Fees, Subscriptions or Consulting Services:** Staff may need to enlist the services of on-line public involvement forums or other specialized citizen and community-based forums.
- **RVTPO Marketing:** In order to better notify citizens and organizations of the RVTPO’s work, marketing the RVTPO’s role and work in the community will be conducted via the Regional Commission’s newsletters, social media, and other communication methods.
- **Transit-Related Advisory Committees:** Staff will participate in advisory committees and meetings of local groups and organizations (e.g. Age Friendly Community, Transit Passenger Advisory Committee, RADAR Advisory Committee, etc.) as needed to

coordinate transportation efforts, obtain input to the metropolitan planning process, and facilitate education among the public about transportation planning.

- **General Public and Stakeholder Involvement Opportunities:** Staff may pursue a wide variety of public and stakeholder involvement opportunities not specifically listed in the aforementioned items.

**Products and Schedule:**

- Implementation of Federal Certification Review recommendations (ongoing)
- Implementation of Public Participation Plan Update ongoing)
- Administration of Regional Bicycle & Pedestrian Committee (ongoing)
- Participation in Age Friendly Community, Valley Metro Transit Passenger Advisory Committee and RADAR Advisory Committee (ongoing)
- Necessary amendments or adjustments to the Public Participation Plan, Title VI Implementation, public and stakeholder outreach at various scales. (ongoing)
- Implementation of recommendations from the 2020 Federal Certification Review (ongoing)
- Attendance at conferences, webinars, teleconferences, seminars; TPO website maintenance, and update of TPO Demographic Profiles. (ongoing)
- Attendance at transportation-related meetings of local organizations or as requested. (ongoing)

**Lead:** RVARC staff

**Estimated Budget:** \$67,066 (\$47,037 PL and \$20,029 FTA/5303) (included for planning purposes; not intended to be restrictive)

## **2.06 Complete Streets Planning**

**Objective and Description:** This item is focused on Complete Streets planning activities to support safe and accessible transportation options as incentivized under the Infrastructure Investment and Jobs Act. The RVTPO previously developed a Regional Bikeway Plan and Regional Pedestrian Vision Plan which provide a long-term vision to pursue the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, and individual with disabilities. Consistent with this objective is promotion of the Safe Routes to School (SRTS) program which is designed to promote walking and bicycling to school through infrastructure improvements, enforcement, tools, safety education, and other incentives. The Roanoke Valley Transportation Plan approved in January 2023 prioritized the pedestrian and bicyclist safety needs by location in the region. Staff will facilitate planning and collaboration to address these needs.

Corridor and area studies can further analyze these transportation needs to clarify the issues, identify potential solutions, and ultimately identify priority projects to pursue for inclusion in the Roanoke Valley Transportation Plan. Analysis of each corridor/area or transportation need may consider access management, safety, security, operations evaluation, resiliency, reliability, multimodal connections, parking, current and future land use, existing activity density, adjacent land zoning, and many other factors. VDOT's Transportation Efficient Land Use and Design guide and VDRPT's Multimodal System Design Guidelines are important references to guide planning activities covered by this item.

The following specific plans, studies and tasks will be accomplished next fiscal year.

**New Activities:**

- **Roanoke Valley Transportation Plan Follow-Up:** Staff will work with stakeholders to address the motorist, pedestrian and bicyclist safety needs in the RVTP by clarifying the needs, identifying possible and preferred solutions, and pursuing funding as needed.
- **Five-Year Update to the 2018 Roanoke Valley Greenway Plan:** Working in collaboration with the Roanoke Valley Greenway Commission and related stakeholders, staff will assist in the ongoing development of an update to Roanoke Valley Greenway Plan through general technical support, including detailed mapping of potential routes.
- **Bus Stop Accessibility Study Review:** In coordination with the bus stop activity analysis described under task 2.04, staff will continue to review the 2013 Bus Stop Accessibility Study and share status reports with stakeholders on ongoing activities to improve bus stop accessibility in the region.
- **Safe Routes to School:** Staff will explore opportunities to expand utilization and support for the Safe Routes to School program.
- **Thriving Communities Grant:** Staff will support the City of Roanoke's public engagement activities associated with the revitalization of the Williamson Road corridor.

### **Ongoing Activities:**

- **Safety:** Staff will conduct activities that advance safety efforts in the region, including potential data collection and visualization activities such as a regional safety dashboard and data repository, identifying potential updates to the 2019 Roanoke Valley Regional Transportation Safety Study, and reviewing competitive grants for projects to improve safety. The TPO area has three active Safe Streets for All (SS4A) grants, which staff will provide support, coordination, and stakeholder input.
- **Active Transportation Plan Update:** The 2024 Regional Active Transportation Plan is a combined update of the 2012 RVTPO Bikeway Plan and 2015 RVTPO Pedestrian Plan. The Regional Active Transportation Plan (ATP) utilizes regional multimodal centers & districts, current research, and other data collected during the development of the RVTP to create a long-term vision and network. implementation support, and policies to aid localities in achieving a comprehensive network for non-motorized roadway users in the next 20 years. The ATP is scheduled to be complete and adopted in FY25 with activities including plan content writing, final public outreach, and locality review.
- **Cyclist/Pedestrian Counts:** Staff will continue to collect data on trips made by bicycle and/or walking using field counters or data programs such as StreetLight InSight. This work includes conducting field work to install/uninstall and maintain counters, downloading and validating data, managing, analyzing, and mapping data, developing analyses, evaluating the program's value, and seeking options to improve the program. Counts will analyze sites before/after an investment to identify improvements made to cyclist or pedestrian safety; locations may also be selected to support the determination of the preferred solution to improve cyclist or pedestrian safety.
- **Maintenance and Development of bicycle/pedestrian shapefiles and maps:** Staff will develop new or update existing bicycle or pedestrian GIS shapefiles and regional transportation planning maps as new elements are added to the regional bicycle/pedestrian network.

### **Products and Schedule:**

- Assist with development and implementation of Roanoke Valley Greenway Plan (Ongoing)
- Bus Stop Accessibility Study Review (Fall 2024)
- Active Transportation Plan Update (Fall 2024)
- Bicycle/Pedestrian traffic counts (ongoing)

- Thriving Communities (ongoing)
- Maintenance of GIS databases and mapping (ongoing)
- Participation in corridor/area studies conducted by OIPI or member organizations.
- Other corridor/area work as needed.
- Safe Routes to Schools (ongoing)

**Lead:** RVARC staff

**Estimated Budget:** \$49,112 PL (included for planning purposes; not intended to be restrictive)

## **2.07 General Technical Assistance**

**Objective and Description:** Staff will research, develop, maintain, and analyze data for use in a variety of transportation planning technical support activities. Work activities will be organized around the subtasks listed below. Any combination of subtasks may be completed this fiscal year as opportunities and needs arise; however, circumstances may not permit all subtasks to be finalized by the end of the fiscal year.

Where feasible, this item also contains provisions for an on-call consultant or consultants to provide general technical assistance on transportation planning activities. This item also contains contingency funds intended for future programs in case available funds are lower than anticipated.

### **Ongoing Activities:**

- **General Technical Assistance:** Assist federal/state/local governments, transit agencies or other stakeholders and citizens on transportation work as requested.
- **Technical Support Activities:** Conduct a variety of planning activities to support work program projects identified previously in the UPWP and/or the general planning process.
- **Support to Statewide Multimodal Planning:** As needed.
- **Participation in other Transportation-Related Activities/Meetings:** As needed or as requested by stakeholders/citizens.

**Lead:** RVARC staff

**Support:** Technical/Planning support from consultants as needed

**Estimated Budget:** \$291,662 (\$266,291 PL and \$25,371 FTA/5303) (included for planning purposes; not intended to be restrictive)

**VIII. ALIGNMENT OF PROGRAM ACTIVITIES & PLANNING FACTORS**

Tasks	Planning Factors									
	Economic	Safety	Security	Accessibility	Environment	Connectivity	Management	Preservation	Stormwater	Tourism
<b>Program Activities</b>										
2.01 Regional Transportation Planning	x	x	x	x	x	x	x	x	x	x
2.02 Transportation Funding Pursuit & Programming	x	x		x	x	x		x		
2.03 Congestion Management	x	x		x	x	x	x		x	
2.04 Public Transportation Planning	x	x	x	x	x	x	x			x
2.05 Public Engagement		x		x		x	x	x		
2.06 Complete Streets Planning	x	x		x	x	x	x	x	x	
2.07 General Technical Assistance	x	x	x	x	x	x	x	x	x	x



### IV. RVTPO PROPOSED REVENUES AND EXPENDITURES BY FEDERAL, STATE AND LOCAL SOURCES (July 1, 2024 to June 30, 2025)

	PL	State	Local	Total PL	5303	State	Local	Total 5303	Total
<b><i>Proposed Revenues</i></b>									
New FY 2025	\$ 416,400	\$ 52,050	\$ 52,050	\$ 520,500	\$ 181,507	\$ 22,688	\$ 22,688	\$ 226,883	\$ 747,383
Carryover FY 2023	\$ 291,013	\$ 36,377	\$ 36,377	\$ 363,767	\$ -	\$ -	\$ -	\$ -	\$ 363,767
<b>Total Revenue:</b>	<b>\$ 707,413</b>	<b>\$ 88,427</b>	<b>\$ 88,427</b>	<b>\$ 884,267</b>	<b>\$ 181,507</b>	<b>\$ 22,688</b>	<b>\$ 22,688</b>	<b>\$ 226,883</b>	<b>\$ 1,111,150</b>
<b><i>Proposed Expenditures</i></b>									
1.0 Program Support and Administration	\$ 75,991	\$ 9,499	\$ 9,499	\$ 94,989	\$ 30,869	\$ 3,859	\$ 3,859	\$ 38,586	\$ 133,575
2.0 Program Activities	\$ 631,423	\$ 78,928	\$ 78,928	\$ 789,278	\$ 150,638	\$ 18,828	\$ 18,828	\$ 188,297	\$ 977,575
2.01 Regional Transportation Planning	\$ 282,040	\$ 35,255	\$ 35,255	\$ 352,550	\$ 48,385	\$ 6,048	\$ 6,048	\$ 60,481	\$ 413,031
2.02 Transportation Funding Pursuit and Programming	\$ 48,454	\$ 6,057	\$ 6,057	\$ 60,568	\$ 37,786	\$ 4,723	\$ 4,723	\$ 47,233	\$ 107,801
2.03 Public Transportation Planning	\$ -	\$ -	\$ -	\$ -	\$ 12,715	\$ 1,589	\$ 1,589	\$ 15,894	\$ 15,894
2.04 Congestion Management Process	\$ 10,976	\$ 1,372	\$ 1,372	\$ 13,720	\$ 15,431	\$ 1,929	\$ 1,929	\$ 19,289	\$ 33,009
2.05 Public/Stakeholder Involvement	\$ 37,630	\$ 4,704	\$ 4,704	\$ 47,037	\$ 16,023	\$ 2,003	\$ 2,003	\$ 20,029	\$ 67,066
2.06 Complete Streets	\$ 39,290	\$ 4,911	\$ 4,911	\$ 49,112	\$ -	\$ -	\$ -	\$ -	\$ 49,112
2.07 General Technical Assistance	\$ 213,033	\$ 26,629	\$ 26,629	\$ 266,291	\$ 20,298	\$ 2,536	\$ 2,536	\$ 25,371	\$ 291,662
<b>Total Expenses:</b>	<b>\$ 707,414</b>	<b>\$ 88,427</b>	<b>\$ 88,427</b>	<b>\$ 884,267</b>	<b>\$ 181,507</b>	<b>\$ 22,687</b>	<b>\$ 22,687</b>	<b>\$ 226,883</b>	<b>\$ 1,111,150</b>

Note: Rounding of numbers may result in minor calculation discrepancies.

VDOT Salem District Support (SPR funding) for Planning Activities within the RVTPO Area during FY 2025 is \$22,000