



Richmond Regional
**Transportation
Planning
Organization**

UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR 2021

July 1, 2020 – June 30, 2021

Richmond Regional Transportation Planning Organization

Adopted June 4, 2020

SUPPORTED BY  **PlanRVA**
THE REGIONAL
COMMISSION

ACKNOWLEDGMENTS This report was prepared by the Richmond Regional Planning District Commission (PlanRVA) staff through a cooperative process involving the City of Richmond, Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent and Powhatan, the Town of Ashland, the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT), the Virginia Department of Aviation, the Capital Region Airport Commission, GRTC Transit System, the Richmond Metropolitan Transportation Authority, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), PlanRVA and RideFinders, Inc., on behalf of the Richmond Regional Transportation Planning Organization (RRTPO). The contents of this work program reflect the views of the RRTPO. PlanRVA staff is responsible for the facts and accuracy of the data presented herein. The contents do not necessarily reflect the official views or policies of the FHWA, FTA, VDOT, DRPT or PlanRVA. This document does not constitute a standard, specification, or regulation. FHWA, FTA, VDOT, or DRPT acceptance of this document as evidence of fulfillment of the objectives of this work program does not constitute endorsement/approval of the need for any recommended improvements nor does it constitute approval of their location and design or a commitment to fund any such improvements. Additional project level environmental impact assessments and/or studies of alternatives may be necessary.

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INTRODUCTION

The Unified Planning Work Program (UPWP)

The purpose of the UPWP is to promote a unified regional approach to transportation planning in order to achieve regional goals and objectives. Additionally, the UPWP serves to document proposed expenditures of Federal, State and local transportation planning funds, and provides a management tool for RRTPO and the funding agencies in scheduling major transportation planning activities, milestones, and products.

The UPWP is required of all metropolitan planning organizations (MPOs) as a condition to receiving federal funds. RRTPO is the federally designated MPO for the Richmond region and consists of the member governments as shown in Figure 1.

The goal of the UPWP is a well-functioning process and program that meets the federal and state transportation planning requirements. This effort involves the public, interested parties, and the RRTPO in developing a multi-modal, continuing, comprehensive, and cooperative transportation planning and programming process. A requirement of Section 450.308(c) of the Metropolitan Planning regulations is that Transportation Management Area (TMA) designated MPOs shall include a discussion of the planning priorities facing the metropolitan planning area. Further discussion of these priorities is provided in the various work tasks.

The UPWP is the RRTPO's budget and work program for the upcoming fiscal year which begins on July 1, 2020 and concludes on June 30, 2021. The UPWP addresses federal/state planning and programming requirements, addresses regional transportation planning issues and needs, and includes activities required for the state and region to remain eligible for federal-aid highway and transit funds. The funding sources supporting the RRTPO program activities come from federal, state and local funds.

PlanRVA and the RRTPO Planning Process

The FY21 UPWP continues to be organized with four core program areas: Program Management, Transportation Planning, Data and Analysis, and Financial Programs. Program Management is the policy, management and operations platform that supports the remaining three program areas. The program objectives, work elements, responsibilities, budgets, products and schedules are included within each core program area. In addition to grouping work tasks into four core areas, an effort has been made to identify how work tasks in each section correlate to the goals approved by the RRTPO in *plan2040*, the regional Long-Range Transportation Plan. The appendices consolidate information necessary to understanding and implementing the RRTPO program requirements.

As in past UPWP documents, there are work tasks that are included primarily as “project monitoring”; which means the RRTPO is a participating partner in the effort, but the designated lead role is undertaken by another agency or organization such as the Greater Richmond Transit Company (GRTC), DRPT or VDOT. FTA requires that projects and studies receiving FTA funding be included in the UPWP; this is not a requirement shared by FHWA. All partners are provided the opportunity to incorporate project updates into the work task which those organizations or agencies lead.

The two primary funding sources supporting the work program are FHWA/PL funds and FTA Section 5303 funds. These funds are matched by state and local sources on an 80% federal (FHWA and FTA) 10% state (VDOT and DRPT), and 10% local (PlanRVA) basis. Additional funding includes FHWA/RSTP which are matched by state sources with 80% federal funding (FHWA) and 20% state funding (VDOT). The FHWA/PL funding allocations for FY 20 from VDOT and the FTA 5303 funding allocations from DRPT have been received.

Work Program Priorities

The RRTPO-approved FY21 UPWP priorities focus on fully addressing the recommendations from the August 2017 federal certification report, completing existing work tasks that span from FY20 into FY21, and advancing new initiatives. These priorities are outlined below.

Federal Certification Review Comments, FAST Act and Other USDOT Priorities

- Continue to address recommendations and corrective actions from the August 2017 certification report, including a simpler schedule and results oriented approach to the UPWP with clear indications of responsible parties for work tasks - **Complete**
- Execution of revised agreements on statewide planning and MPO Coordination between the RRTPO, the Tri-Cities MPO and partners - **Complete**
- Incorporate as appropriate, USDOT Every Day Counts analytical tools, public engagement strategies, planning and design considerations, and operational improvements into work program tasks and elements.

Continuation of Existing Work Efforts

- Continue development of *ConnectRVA 2045*, the Long-Range Transportation Plan for the Richmond Region
- Continue to develop the Regional Travel Demand Model to support transportation planning, research and analysis, including small area, sub-area, corridor and scenario planning tasks

- Continue the regional conversation on transit and how to best meet the needs of the region
- Continue the regional conversation on developing bicycle and pedestrian facilities with local, regional, state and national partners.

FY21 Focal Areas

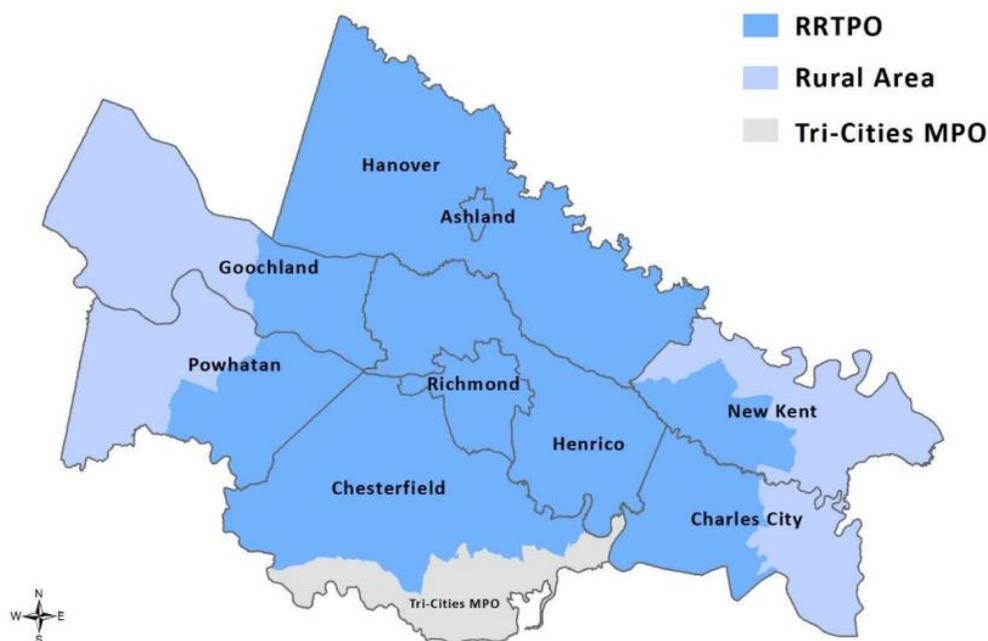
- Development of a new Long Range Transportation Plan with emphasis on scenario planning, performance measures, and increased opportunity for public engagement.
- Be a resource for the newly-created Central Virginia Transportation Authority. In that regard, staff will work to complete Phase 2 of the Transit Vision Plan that focuses on *Critical First Steps* for high frequency service as identified in the Transit Vision Plan. Staff will collaborate with GRTC to develop a plan for regional public transportation as outlined in HB 1541. Staff will develop a prioritization process linked to *ConnectRVA 2045* that informs CVTA members of regional priorities.
- Provide a forum to discuss active transportation and its benefit to the region, including the Ashland-to-Petersburg Trail, multi-purpose regional trail development and connections between home, work, and recreation.

The UPWP fulfills the federal requirement under 23 CFR §450.308:

(b) An MPO shall document metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 in a unified planning work program (UPWP)...

(c) . . . each MPO, in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities facing the MPA. The UPWP shall identify work proposed for the next 1- or 2-year period by major activity and task (including activities that address the planning factors in §450.306(b)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds.

Figure 1. Richmond Regional Transportation Planning Organization



Metropolitan Planning Factors and RRTPO's FY 2021 Priorities

The 2015 *Fixing America's Surface Transportation Act (FASTACT)* continues the principles of integrated planning first set forth in 1992 with the Intermodal Surface Transportation Efficiency Act

Under the *FASTAct*, MPOs must consider ten (10) planning factors when developing transportation plans and programs.

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 the 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 storm water impacts of surface transportation; and
10. Enhance travel and tourism.

Development of this FY 2021 UPWP has been guided by regulations requiring the RRTPO planning process to consider and implement projects, strategies, and services that address these ten Metropolitan planning factors. Each of these planning factors affects nearly every task; the degree of consideration and analysis is based on the scale and complexity of many issues, including transportation system development, land use, employment, economic development, human and natural environment, and housing and community development (23 CFR 450.306(b)). The matrix on page 9 summarizes the applicability of each Metropolitan planning factor to the 2021 work program tasks.

FAST Act Implementation

RRTPO implementation efforts in 2020-2021 will focus on (1) improving public engagement; (2) developing performance measures; and (3) a myriad of activities that will inform the 2021 update of the long-range transportation plan, *ConnectRVA 2045*.

Regional Models of Cooperation

Regional Models of Cooperation provide a framework and process for States and MPOs to develop multi-jurisdictional transportation plans and agreements to improve communication, collaboration, policy implementation, use of technology and performance management across agency boundaries. Multi-jurisdictional planning combines many perspectives to improve coordination and implement effective planning across wide geographic areas. Regional models of cooperation offer a competitive advantage by improving decision-making and saving time and money through shared resources. Examples include freight and congestion management coordination.

Ladders of Opportunity

Work—Infrastructure investment creates jobs and paves the way for business, particularly small and disadvantaged business enterprises

Connect—A multimodal transportation system provides Americans with safe, reliable, and affordable connections to employment, education, healthcare, and other essential services

Revitalize—Transportation infrastructure can lift up neighborhoods and regions by attracting new opportunities, jobs, and housing

FISCAL YEAR 2020 ACCOMPLISHMENTS

The following summarizes work produced and planning activities performed during FY 2020 to implement the approved RRTPO planning projects and consultant tasks listed below. Ongoing work program tasks, such as routine project administration, are not included in this summary and only major accomplishments are listed.

Task 7100 Program Support & Administration

- 7110 Continued development and outreach tools using the new agency website with emphasis on public engagement and transparency. Planned and held the seventh annual RRTPO Transportation Forum in Ashland on the campus of Randolph Macon College.
- 7120 Maintained the FY20 UPWP and developed amendments as needed to account for new emphasis on work tasks and priorities. Consulted with member governments and partners to ensure work was being performed as needed.

Task 7200 General Development & Comprehensive Planning

- 7210 Developed an all-new Public Engagement Plan to allow RRTPO to be flexible in how stakeholders can participate in the planning practice. Strengthened the role of CTAC and its ability to advise other RRTPO committees and the general public. Shifted approach to public engagement on www.planrva.org and fully embraced the use of ESRI Storymaps to communicate project work. Supported Senior Connections and other human service transportation providers to better engage their constituents.
- 7220 Worked with regional partners to provide resources and support in the development of the Central Virginia Transportation Authority. Participated in professional organizations and societies including the American Planning Association, National Association of Regional Councils, Association of MPOs, Consortium for Scenario Planning, Intelligent Transportation Society of Virginia, and others to advance staff engagement and knowledge of best practices. Worked with VDOT and partner organizations to research and advance understanding of Connected and Autonomous Vehicles and their impact on regional travel. Partnered on STARS studies, IMR reports, and arterial management plans.
- 7230 Developed a process to unify consultant contracting and RFP procedures. Worked to provide staff with tools and education for remote work and coordination with partners and constituents

Task 7300 Long-Range Transportation Planning

- 7310 Scheduled and planned the LRTP process to achieve adoption by October 2021. Assembled the Advisory Committee (AC) to oversee the development of the plan. Created naming and brand identity for the LRTP – *ConnectRVA 2045*. Created *ConnectRVA 2045* specific outreach plan to engage and educate the public throughout the process. Created the *ConnectRVA 2045* Long Range Growth Forecast Analysis (GFA) to assist in development of the plan. Developed a web site to host public engagement

tools and share information and data. Worked with AC, public, and constituents to identify transportation-related issues that impact travel in the region. Using issues, identified uniform needs that should be addressed in the planning process. Began development of universe of projects that address identified needs. Began development of project prioritization process.

- 7320 Developed next phase of Richmond Tri-Cities (RTC) model update with consultant. Developed methodology and began work on development of economic and land use models for use in scenario planning.
- 7330 Continued development of Transit Vision Plan (Short & medium range options) with consultant and steering committee. Supported DRPT in development of the Coordinated Human Services Mobility Plan. Completed the Regional Park and Ride Investment Strategy Study. Continued coordination with GRTC and began discussion on partnering on regional transit plan.
- 7340 Maintained a vibrant and informed Active Transportation Work Group (ATWG). Completed Town of Ashland Complete Streets guidelines report and began developing toolbox of best practice examples to guide locality implementation. Supported development of Ashland to Petersburg Trail plan. Began development of Regional Bicycle and Pedestrian Plan update and components of *ConnectRVA 2045*. Actively participated with regional East Coast Greenway (ECG) partners to continue trail development.
- 7350 Began development of a resilience component for *ConnectRVA 2045*. Included resilience as a major component of the scenario planning tools in development. Completed update to bridge and culvert inventory and structural report.

Task 7400 Short-Range Transportation Planning

- 7410 Maintained Congestion Management Process data and reporting. Developed visualizations and a storymap to explain performance measures and trends to elected officials and the general public. Presented to the I-95 Corridor Coalition - RITIS-PDA Suite User Group Meeting. Guided the Policy Board in creation of a RRTPO Vision Zero Workgroup. Submitted safety measures for Federal performance measures.
- 7420 Developed and adopted the FY21-24 TIP. Maintained the current TIP and worked with partners to perform adjustments and amendments in a timely manner. Administered the RSTBG/CMAQ/TA project process. Began development of suggested guidelines, policies, and processes for an update to the RSTP/CMAQ guidance. Published FY20 Annual Listing of Obligated Projects.
- 7430 Supported I-95 / Richmond Marine Terminal / Commerce Corridor Access study.

Task 7500 Rural Transportation Planning

- 7510 Developed a New Kent County / Charles City County water resources public access plan. Developed a corridor safety plan for Route 5 / Route 155 near the courthouse in Charles City County. Developed a corridor safety plan for the courthouse village in Powhatan County.

TABLE 1. Planning Factors and Task Matrix

RRTPO FY21 UNIFIED PLANNING WORK PROGRAM	PLANNING FACTORS									
	1	2	3	4	5	6	7	8	9	10
	Economic	Safety	Security	Accessibility	Environment	Connectivity	Management	Preservation	Storm Water	Tourism
7100 PROGRAM SUPPORT AND ADMINISTRATION										
Task 7110 Program Management	X	X		X		X	X			
Task 7120 UPWP, Budget and Contract Administration	X	X		X		X	X			
7200 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING										
Task 7210 Public Outreach & Equity Analysis			X	X	X					X
Task 7230 Special Planning Efforts	X	X	X			X	X			
Task 7240 Contingency Funding			X	X	X	X	X			
7300 LONG-RANGE TRANSPORTATION PLANNING										
Task 7310 Long-Range Transportation Plan	X	X	X	X	X	X	X	X	X	X
Task 7320 Travel Demand Modeling & Emissions Analysis				X	X	X	X	X		
Task 7330 Transit	X	X	X	X	X	X	X	X	X	X
Task 7340 Active Transportation: Bicycle & Pedestrian	X	X	X	X	X	X	X	X	X	X
7400 SHORT-RANGE TRANSPORTATION PLANNING										
Task 7410 Performance Based Transportation Planning	X	X	X	X	X	X	X	X	X	X
Task 7420 Financial Programming / Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X
Task 7430 Rail, Freight and Intermodal Planning	X	X	X	X	X	X	X	X	X	X
7500 RURAL TRANSPORTATION PLANNING										
Task 7510 Rural Transportation	X	X	X	X	X	X	X	X	X	X

FISCAL YEAR 2021 PROJECT TASK DESCRIPTIONS

RRTPO planning activities are divided into four major planning categories taken from the Federal Transit Act, Section 5303, Metropolitan Planning Program. Funding sources for planning activities include a combination of federal transit and highway programs.

The following pages describe each task, including its purpose, agency or agencies responsible for carrying out the work, and expected results.

Table 2 lists the projects, tasks, and total cost budgeted for each project. For details, see the individual task descriptions beginning on the next page, and the FY 2021 RRTPO Budget, beginning on page 26.

TABLE 2. PROJECT CATEGORIES AND TASK BUDGET

Task Number	Title	Total Budgeted Amount
7100	PROGRAM SUPPORT & ADMINISTRATION	\$266,395
7110	Program Management	
7120	UPWP, Budget and Contract Administration	
7200	GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING	\$304,834
7210	Public Outreach & Equity Analysis	
7220	Special Planning Efforts	
7230	Contingency Funding	
7300	LONG-RANGE TRANSPORTATION PLANNING	\$1,726,861
7310	Long-Range Transportation Plan	
7320	Travel Demand Modeling & Emissions Analysis	
7330	Transit	
7340	Active Transportation: Bicycle & Pedestrian	
7350	System Resilience Plan	
7400	SHORT-RANGE TRANSPORTATION PLANNING	\$436,817
7410	Performance Based Transportation Planning	
7420	Financial Programming / Transportation Improvement Program	
7430	Rail, Freight & Intermodal Planning	
7500	RURAL TRANSPORTATION PLANNING	\$72,500
7510	Rural Transportation	

7100 PROGRAM SUPPORT AND ADMINISTRATION

Task 7110 Program Management

Purpose:

1. Support the planning process and provide contract administration for federal, state, and other funding programs as appropriate.
2. Support Policy Board, Technical Advisory Committee (TAC), Community Transportation Advisory Committee (CTAC) & subcommittee meetings.

Method:

Major work activities within this task include: developing agendas, minutes, mailings, work status reports, program management and administration; federal/state program requirements and review of related legislation; and computer program support.

PlanRVA staff serves as lead staff for RRTPO program administration with VDOT Richmond District providing support through its partnership on committees and work groups, processing quarterly bills and other requisitions, and conducting various other technical and administration support activities. VDOT State Planning & Research (SPR) funds programmed under UPWP task 7110 provides for VDOT Richmond District support on all RRTPO work tasks.

7110 Expected Results/Product:	Anticipated Completion Schedule:
RRTPO	
1. Maintenance and administration of the program	Ongoing
2. Maintain current information on regional plans and programs	Ongoing
3. Coordinate consultant-related activities	As Needed
4. Coordinate the RRTPO Transportation Forum	As Needed
5. Coordinate and fulfill interagency review and information requests	As Needed
VDOT	
1. Maintain data and provide forecasts	As Needed
2. Provide technical assistance to the RRTPO, member governments, and other agencies	As Needed
3. Provide review and guidance related to RRTPO planning and programming requirements and assistance addressing federal requirements	Ongoing

7100 PROGRAM SUPPORT AND ADMINISTRATION

Task 7120 UPWP, Budget and Contract Administration

Purpose:

1. Develop and maintain the Unified Planning Work Program.
2. Develop time allocations, budgets, and funding scenarios to support UPWP deployment.

Method:

PlanRVA staff will cooperatively develop and administer the UPWP, and coordinate RRTPO planning activities and committee meetings in compliance with UPWP funding agencies. This work effort also supports the RRTPO program by providing legal and other financial services related to the RRTPO program.

This task provides for maintenance of the adopted UPWP and annual development of the RRTPO work program for the upcoming fiscal year. Work in this task includes development of time allocations, budgets, and funding to support the task descriptions. The UPWP also identifies the region’s planning priorities, documents cooperation between the RRTPO and Tri-Cities Area MPO on various work activities and notes non-RRTPO transportation study activities funded by FTA as informational items.

7120 Expected Results/Product:	Anticipated Completion Schedule:
RRTP0	
1. Administer RRTPO FY 2021 UPWP	Ongoing
2. Prepare and publish the RRTPO FY 2022 UPWP	June 2021
3. Prepare FY20 UPWP amendments for year end funds transfer	October 2020
4. Work with member governments to prepare grant applications supporting the UPWP	As Needed
5. Communicate UPWP activities to the public through CTAC and outreach methods identified in the RRTPO Public Engagement Plan	Ongoing
6. Coordinate and fulfill review and information requests	As Needed
7. Approval and management of funding agreements	As Needed
8. Provide regular progress updates to VDOT and DRPT	Ongoing
9. Provide review and guidance related to RRTPO planning and programming requirements and assistance addressing federal requirements	Ongoing

7200 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING

Task 7210 Public Outreach & Equity Analysis

Purpose:

- 1) Disseminate public information regarding RRTPO activities and current issues in metropolitan transportation planning.
- 2) Encourage and document citizen engagement in the development of RRTPO transportation plans, programs and policies via the approved PlanRVA Public Engagement Plan.

Method:

This work effort supports the development of a functional and viable community engagement program, which creates a “citizen planner” role for the public on transportation issues and encourages public input to the transportation planning and programming process.

The RRTPO organization includes a standing Community Transportation Advisory Committee (CTAC) appointed by the RRTPO board. The CTAC membership includes representation from all the RRTPO local jurisdictions and community organizations, including an Equity Work Group reflecting consumers and organizations representing seniors, individuals with disabilities, persons with low income and all persons that are transportation disadvantaged. Engagement with CTAC provides an opportunity for citizen and interested party input to inform and advise the RRTPO on plans, studies, issues, and other matters related to the planning of transportation systems and services.

In addition to supporting CTAC and the work groups, the RRTPO encourages community engagement for each of its work products, including the Long-Range Transportation Plan, Regional Bicycle and Pedestrian Plan, and the Transit Vision Plan. There are various ways to get involved, including the PlanRVA website, open meetings, community events, and other methods outlined in the RRTPO Public Engagement Plan.

7210 Expected Results/Product:	Anticipated Completion Schedule:
RRTPPO	
1. Implement and document public information and citizen participation	Ongoing
2. Revise & update RRTPO Public Engagement Plan to include best practices	As Needed
3. Maintain regional profiles for disenfranchised populations	Ongoing
4. Support CTAC, Equity Work Group, and Vision Zero Work Group	Ongoing
5. Maintain PlanRVA website and project pages including storymaps	Ongoing/As Needed
6. Serve as a resource to VDOT & VDRPT to enhance participation by elderly, disabled, and low-income populations in transportation plans	As Needed

7. Support Senior Connections as a partner in developing an implementation plan for regional coordination services as described in the RRTPO Needs and Gaps Assessment of the Transportation Disadvantaged report	Ongoing
8. Update and revise MOAs and committee bylaws	As Needed
9. Implement/administer any changes to the MPO organization structure, as needed	As Needed
VDOT	
1. Support PlanRVA efforts to engage regional stakeholders and the general public	Ongoing
VDRPT	
1. Encourage and participate in PlanRVA efforts to raise awareness of transit improvement projects	Ongoing

7200 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING

Task 7220 Special Planning Efforts

Purpose:

- 1) Participate in and provide technical support to special planning efforts or studies in the region that are related to transportation planning, system performance and financial programming as determined by the RRTPO Secretary.

Method:

PlanRVA staff will work closely with member governments and partner agencies to complete additional studies and plans that help to advance the transportation plans of the region, including but not limited to collaborative strategic planning, economic development, land use data collection, tourism planning, regional and megaregional partnerships, financial competitiveness studies, and professional advancement.

7220 Expected Results/Product:	Anticipated Completion Schedule:
RRTP0	
1. Central Virginia Transportation Authority – Serve as a resource to assist the CVTA in establishing transportation plans and funding priorities for projects in the region.	Ongoing
2. Professional leadership and advancement – work to be an active participant and leader in various professional organizations like the Virginia Association of MPOs, National Association of Regional Councils, Association of Metropolitan Planning Organizations, Transportation Research Board, ITSVA, American Planning Association, etc.	Ongoing
3. National Best Practices – Spread the word about work that PlanRVA is doing by attending and presenting at local, state, and national conferences.	Ongoing
4. Automated and Connected Vehicle Technology – Continue to work with VDOT and other partners to study and advance innovative technologies to support regional transportation mobility and accessibility with potential incorporation into <i>ConnectRVA 2045</i>	Ongoing
5. Actively participate in VDOT or locality-led regional transportation studies like STARS, Arterial Management Plans, IMRs and IMJs as well as responding to data requests	As Needed

7200 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING

Task 7230 Contingency Funding

Purpose:

- 1) Provide additional support for new and unforeseen activities.

Method:

Financially support unforeseen activities related to community engagement, staffing, consultant contracts, or other activities associated with UPWP tasks. This item may also be used for funding new UPWP tasks that may be approved by the RRTPO Policy Board during the fiscal year

7230 Expected Results/Product:	Anticipated Completion Schedule:
RRTPO	
1. Staffing or administrative tasks as appropriate to actively pursue and complete projects developed under the UPWP	As Needed
2. Consultant contracts to address needs or other projects as developed during the fiscal year	As Needed
3. Additional public engagement as identified during the planning phases for project assignments	As Needed
4. New UPWP tasks developed as part of a needs assessment during the fiscal year	As Needed
5. Address unanticipated funding shortfalls and/or rescissions	As Needed

7300 LONG-RANGE TRANSPORTATION PLANNING

Task 7310 Long-Range Transportation Plan

Purpose:

- 1) Develop a comprehensive future-reaching transportation plan to assess mobility and access needs of the Richmond region

Method:

In accordance with RRTPO policy and applicable federal regulations, PlanRVA will coordinate and undertake various activities to update the Long-Range transportation plan in consultation and coordination with VDOT and VDRPT staffs. The existing plan will be monitored and amended as necessary.

7310 Expected Results/Product:	Anticipated Completion Schedule:
RRTPO	
1. Satisfactory progress in monitoring and implementing <i>plan2040</i>	Ongoing
2. Develop <i>ConnectRVA 2045</i>	Throughout FY 2021
3. Update financial assumptions for <i>ConnectRVA 2045</i>	Throughout FY 2021
4. Coordinate with VDOT and VDRPT on Regional Performance Measures and their incorporation into <i>ConnectRVA 2045</i>	Ongoing
5. Continue process of review, research and data collection as part of <i>ConnectRVA 2045</i>	Ongoing
VDOT	
1. Support RRTPO in development of <i>ConnectRVA 2045</i>	Ongoing
2. Consider the impact of recommendations from various studies on <i>ConnectRVA 2045</i> , in association with VDOT planning efforts	Ongoing
3. Evaluate the impact of performance measure targets on VDOT long-term planning efforts	Ongoing
4. Implement <i>VTrans</i>	Ongoing
VDRPT	
1. Support RRTPO in developing <i>ConnectRVA 2045</i>	Ongoing
2. Review RVA Transit Vision Plan and other regional transit and mobility plans in coordination with GRTC planning efforts for consistency with <i>ConnectRVA 2045</i> targets	Ongoing
3. Evaluate the impact of performance measure targets on VDRPT long-term planning efforts	Ongoing

7300 LONG-RANGE TRANSPORTATION PLANNING

Task 7320 Travel Demand Modeling & Emissions Analysis

Purpose:

- 1) Simulate existing and future travel demand.
- 2) Effectively model, analyze, and document multi-modal transportation networks.
- 3) Estimate on-road motor-vehicle emissions, as needed.

Method:

PlanRVA and VDOT will cooperatively utilize the Richmond / Tri-Cities (RTC) travel demand model; prepare, analyze and document network-based travel forecasts, as needed; and undergo training in the use of travel demand modeling and emissions analysis tools.

7320 Expected Results/Product:	Anticipated Completion Schedule:
RRTPO	
1. Maintain and implement the RRTPO Travel Demand Model	Ongoing
2. Oversee consultant work on the RRTPO Travel Demand Model	Ongoing
3. Provide forecasts for regional studies	Ongoing/As Requested
4. Ensure compatibility of output from Cube™ for use with scenario planning tools and other platforms	Ongoing
5. Continue work on update of the RRTPO Travel Demand Model and related sub-models for use in scenario planning	Ongoing
6. Consult and cooperate with member governments, VDOT, Tri-Cities MPO, and other groups to develop use opportunities for the Travel Demand Model in small-area, corridor, and other types of local planning efforts	Ongoing/As Needed
VDOT	
1. Assist with maintenance/implementation of the RRTPO Travel Demand Model	Ongoing
2. Provide inputs for regional air quality analysis	Ongoing/As Needed
VDRPT	
1. Coordinate with RRTPO and VDOT to incorporate current transit data and forecasts into the Travel Demand Model	Ongoing/As Needed

7300 LONG-RANGE TRANSPORTATION PLANNING

Task 7330 Transit

Purpose:

- 1) Identify opportunities to enhance and increase connectivity to transit across the Richmond region.
- 2) Advance the coordination of transportation services for all people in the Richmond region with focus through an equity lense on disadvantaged and environmental justice populations.

Method:

PlanRVA staff will support the completion of the Transit Vision Plan (Short & medium range options), which increases emphasis on implementation of critical first steps of the Transit Vision Plan. PlanRVA will also support the state designated Area Agency on Aging, in the development and implementation of a plan to coordinate regional transportation services meeting the needs of disadvantaged populations.

7330 Expected Results/Product:	Anticipated Completion Schedule:
RRTP	
1. Develop the regional Transit Vision Plan (Short & medium range options)	August 2020
2. Support implementation of the Greater RVA Transit Vision Plan	Ongoing
3. Support the implementation of the Coordinated Human Services Mobility Plan	Ongoing
4. Coordinate Transportation Demand Management processes and policies to improve congestion levels, influence travel demand and improve system efficiency. Particular emphasis on this program will be in partnership with Ridefinders.	Ongoing
5. Coordinate with Greater Richmond Transit Company (GRTC) to improve service to the region, including assistance with GRTC long range planning and visioning	Ongoing
GRTC	
1. Solicit support and technical assistance from PlanRVA staff for development of a plan for regional public transportation within Planning District 15	Ongoing
VDRPT	
1. Solicit support & technical assistance from PlanRVA staff on implementation plans for the Greater RVA Transit Vision Plan	Ongoing

7300 LONG-RANGE TRANSPORTATION PLANNING

Task 7340 Active Transportation: Bicycle & Pedestrian

Purpose:

- 1) Plan for all modes of travel, including bicycle and pedestrian facilities connection home, work, and school.
- 2) Provide a forum for regional conversation regarding active transportation and community health.

Method:

The RRTPO is responsible for planning all modes of transportation including connecting accessible pedestrian facilities and bicycle facilities. This task provides RRTPO support for area groups, organizations, and local governments to advance bicycle and pedestrian studies, programs, and projects.

7340 Expected Results/Product:	Anticipated Completion Schedule:
RRTPO	
1. Work with partners to identify needed non-motorized improvements as part of a larger connectivity strategy with the regional transit network	Ongoing
2. Finalize FY20 Complete Streets project, including a toolbox of best practice examples to guide locality implementation	September 2020
3. Coordinate and facilitate regional conversations on the off-road alignment of the East Coast Greenway	Ongoing
4. Support the development of the Ashland to Petersburg trail network and provide technical assistance	Ongoing
5. Develop integrated components of <i>ConnectRVA 2045</i> dedicated to improving bicycle and pedestrian connectivity	Throughout FY 2021
6. Complete the Regional Bicycle & Pedestrian Plan update	Throughout FY 2021
7. Collect and synthesize performance data on nonmotorized travel as available	Ongoing
8. Continue the work of the Active Transportation Work Group	Ongoing
9. Work with member governments and state agencies to advance development of bicycle and pedestrian facilities	As Needed
VDOT	
1. Include PlanRVA staff as technical resources for new and ongoing bicycle and pedestrian projects in the Richmond region	As needed
2. Share counts and other performance metrics with PlanRVA staff for inclusion in plans and projects	Ongoing

7300 LONG-RANGE TRANSPORTATION PLANNING

Task 7350 System Resilience Plan

Purpose:

- 1) Following guidance in the FAST Act, consider projects and strategies that will improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts on the transportation system as well as reduce the vulnerability of existing transportation infrastructure to natural disasters.

Method:

Coordinate transportation planning with environmental partners, homeland security, disaster preparedness, and post-disaster redevelopment planning. Enhance the resiliency of the transportation system to withstand threats from man-made and natural disasters. Think long-term about how to function as a region when societal gathering patterns are disrupted by weather, disease, economic turmoil, or other regional factors.

7350 Expected Results/Product:	Anticipated Completion Schedule:
RRTPO	
1. Develop a system resilience component as part of <i>ConnectRVA 2045</i>	Throughout FY 2021
2. Work with VDOT to develop a system for infrastructure assessment and prioritization	As Needed
3. Develop a watershed-based digital flood tool that will provide current information on potential impacts and priority infrastructure needs	Ongoing
4. Complete the Richmond Region Bridge and Culvert Inventory and Structural Report	August 2020
VDOT	
1. Collaborate with PlanRVA to develop a summary database of infrastructure vulnerability	December 2020

7400 SHORT-RANGE TRANSPORTATION PLANNING

Task 7410 Performance Based Transportation Planning

Purpose:

- 1) In conjunction with VDOT, establish and work towards meeting a defined set of performance measures and targets through planning and programming projects that contribute towards regional goals.
- 2) Assess progress towards meeting goals.

Method:

VDOT will establish statewide targets that represent the desired performance outcomes within the Commonwealth. Once VDOT has completed statewide target setting, MPOs in the Commonwealth will have 180 days to establish targets by either: agreeing to plan and program projects so that they contribute toward the accomplishment of relevant VDOT targets; or committing to unique, quantifiable targets specific to their metropolitan planning area. Safety performance measure targets are set annually, whereas the Infrastructure and System Reliability performance measure targets are set as two- and four-year targets. At the midpoint, the four-year targets can be adjusted.

PlanRVA staff will work with OIPI regarding the establishment of performance measures and targets, how Federal rules will be implemented, and will monitor established rules and any proposed changes. The RRTPO will work with FHWA, FTA, VDOT and DRPT to incorporate these new requirements into the RRTPO planning and programming process in the work program. The following products and work tasks help to meet and assess these requirements.

7410 Expected Results/Product:	Anticipated Completion Schedule:
RRTPO	
1. Review and report on MAP-21 / FAST Act performance measures and targets focusing on safety. Submit safety target submission letter to VDOT.	February 27, 2021
2. Review and report on MAP-21 / FAST Act performance measures and targets focusing on, infrastructure condition, and system reliability. Review the need to adjust 4-year targets. Submit infrastructure condition, and system reliability target submission letter to OIPI if 4-year targets are adjusted.	March 30, 2021
3. Work with the RRTPO Vision Zero Workgroup to establish regional goals and to support and coordinate with local transportation safety organizations to better support improvement of traffic safety around the region.	Ongoing
4. Congestion Management Process – report on system reliability, such as bottlenecks and travel time data for all CMP designated roads; analysis of congested road segments for AM and PM travel time periods and identify strategies to improve or mitigate congestion.	Ongoing

5. Congestion Management Process – analyze and report on accident data for all CMP network designated roads, plus those roads functionally classified as collector and above in the Richmond region	Ongoing
VDOT	
1. Collaborate with PlanRVA staff to develop Intelligent Transportation Systems (ITS) projects and programs	As Needed
2. Provide accident data to PlanRVA for use in developing CMP analysis and reporting	Ongoing

7400 SHORT-RANGE TRANSPORTATION PLANNING

Task 7420 Financial Programming / Transportation Improvement Program

Purpose:

- 1) Cooperatively develop and publish the RRTPO TIP
- 2) Select TIP projects to be implemented.
- 3) Revise policies and procedures for TIP development, as needed.
- 4) Develop and manage evaluation and allocation of federal and state transportation funding.
- 5) Prepare status reports on previously authorized TIP projects.

Method:

PlanRVA, VDOT, and VDRPT staff will jointly consult and coordinate with each other and with the RRTPO Policy Board and advisory committees to maintain the FFY 2021-2024 TIP as needed; monitor authorized TIP projects; revise as needed the RRTPO policies and procedures for TIP development; manage the RSTBG/CMAQ/TAP grant process; and publish the Annual Listing of Obligated Projects.

7420 Expected Results/Product:	Anticipated Completion Schedule:
RRTPO	
1. Update and revise the RSTBG/CMAQ Project Review, Selection, and Allocation process	June 30, 2021
2. Develop and administer the RSTBG/CMAQ/TA project review, selection and allocation process to inform the SYIP	Ongoing
3. TIP Analysis and Maintenance	Ongoing
4. Publish FFY 2021 (October 1, 2020 – September 30, 2021) Annual Listing of Obligated Projects	December 31, 2020
VDOT	
1. Coordinate TIP project proposals for the State Highway System	Ongoing
2. Provide estimates of Federal/State funds available for TIP projects	As Needed
3. Coordinate with PlanRVA staff to develop funds allocation recommendations	Ongoing
VDRPT	
1. Coordinate transit TIP projects and amendments	As Needed

7400 SHORT-RANGE TRANSPORTATION PLANNING

Task 7430 Rail, Freight and Intermodal Planning

Purpose:

- 1) Moving people and goods efficiently with environmentally beneficial impacts.

Method:

In order for Richmond to compete in the efficient movements of goods and services in the coming years, the region will need to identify, develop and implement intermodal strategies which will provide good connectivity for passenger movement, transfer of rail shipments, improved rail access for local truck shipments, expanded opportunity for air cargo movement, and alternative options of importing and exporting regional cargoes, such as by barge to the Port of Virginia's Richmond Marine Terminal. By ensuring the continued performance of the regional transportation system, the prevention of environmental degradation, while encouraging and attracting economic opportunities, the RRTPO will be promoting a high quality of life for our region.

The regional planning process can support policies that advocate investments in the rail system such as extension of sidings, crossovers, signal upgrades or grade-separation of crossings which can improve the performance of the rail system to the benefit of both passenger and freight movements.

7430 Expected Results/Product:	Anticipated Completion Schedule:
RRTPO	
1. Support Staples Mill Station Advanced Planning and Design Study	December 2020
2. Freight corridor mapping based on freight-intensive land use and establishment surveys	Ongoing
3. Support development and completion of I-95/RMT/Commerce Corridor Access Study	December 2020
4. Freight and Intermodal Work Group – evaluate demand and feasibility	Ongoing
5. Richmond Area Rail Studies: Virginia State Rail Plan, Southeast High-Speed Rail (including DC2RVA: Washington to Richmond), Long Bridge / CSX plan – coordinate with VDRPT on work activities	As Needed

7500 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING

Task 7510 Rural Transportation

Purpose:

- 1) Support the transportation planning work of the four member governments of PlanRVA that are not fully included in the Metropolitan Planning Area (MPA) boundary

Method:

PlanRVA staff will actively coordinate with staff and officials from Charles City, Goochland, New Kent, and Powhatan Counties to develop a rural work program outlining technical assistance projects that can supplement local priorities for transportation. The technical assistance projects provide much-needed support for these member governments who have reduced staffing and technical capabilities when compared to their urban counterparts.

7510 Expected Results/Product:	Anticipated Completion Schedule:
RRTPO	
1. Develop a FY21 rural transportation work program in consultation with rural member governments	July 31, 2020
2. Update the Rural Long-Range Transportation Plan	As Needed
3. Work with rural jurisdictions to improve regional capacity for transportation resilience planning	Ongoing
4. Data collection or other technical assistance	As Needed

FISCAL YEAR 2021 RRTPO STAFFING AND BUDGET

RRTPO Staff Resources

Ten personnel from PlanRVA are committed to full-time direct support of the tasks outlined in the FY 2021 RRTPO UPWP; another seven personnel are committed in part-time direct support. Additional personnel may be assigned to consultant-led work tasks.

Primary responsibility for the UPWP rests with PlanRVA staff. There are particular cases where other UPWP agencies are assigned primary responsibility for specific activities, as delineated in the task descriptions; PlanRVA will provide support for these activities.

The PlanRVA Director of Transportation is responsible for overall program support and administration of RRTPO's work program tasks, as well as for interagency coordination with the other UPWP Agencies. Although PlanRVA staff often form working groups and share in the performance of work program activities, each staff person dedicated to direct support of the work program is charged with primary responsibility for accomplishing specific tasks or subtasks.

Table 3 summarizes overall federal and local revenues budgeted by PlanRVA in FY 2021 to support the work of RRTPO. Federal funds budgeted constitute 80 percent of the total; State and local matching funds constitute 20 percent, unless otherwise noted.

TABLE 3. SUMMARY OF FY 2021 RRTPO UPWP BUDGET

Work Task	RRTPO Budget				TOTAL
	PL	5303	CO 5303	OTHER (1)	
	Total	Total	Total	Total	
7110 Program Management	145,661	67,619	-	-	213,280
7120 UPWP, Budget, and Contract Administration	45,242	7,873	-	-	53,115
7210 Public Outreach and Equity Analysis	147,980	56,457	-	-	204,437
7220 Special Planning Efforts	53,813	-	-	-	53,813
7230 Contingency Funding	16,584	-	30,000	-	46,584
7310 Metropolitan Transportation Plan	370,904	134,734	-	-	505,637
7320 Travel Demand Modeling & Emission Analysis	120,935	48,062	-	593,550	762,547
7330 Transit	47,310	137,265	-	-	184,575
7340 Active Transportation- Bicycle & Pedestrian	145,615	23,201	-	-	168,816
7350 Systems Resilience Plan	105,285	-	-	-	105,285
7410 Performance Based Transportation Planning	66,441	20,515	-	-	86,955
7420 Financial Programming/ Transportation Improvement Program	305,928	20,354	-	-	326,282
7430 Rail, Freight & Intermodal Planning	14,621	8,959	-	-	23,579
7500 Rural Transportation	-	-	-	72,500	72,500
TOTAL (\$)	1,586,320	525,038	30,000	666,050	2,807,408

(1) 7320 funds are RSTBG funds for travel demand model development and scenario planning, 7500 funds are PlanRVA allocated rural transportation funds shown for reference

FY 2021 RRTPO Budget

Figure 2 reflects FY 2021 RRTPO budget by planning program project. On the following page, Table 4 details FY 2021 expenditures budgeted by PlanRVA on RRTPO planning projects or tasks described in this UPWP. For each planning project, total expenditures, type of fund, and federal/local matching amounts are identified.

FIGURE 2. FY 2021 TOTAL RRTPO BUDGET BY TASK

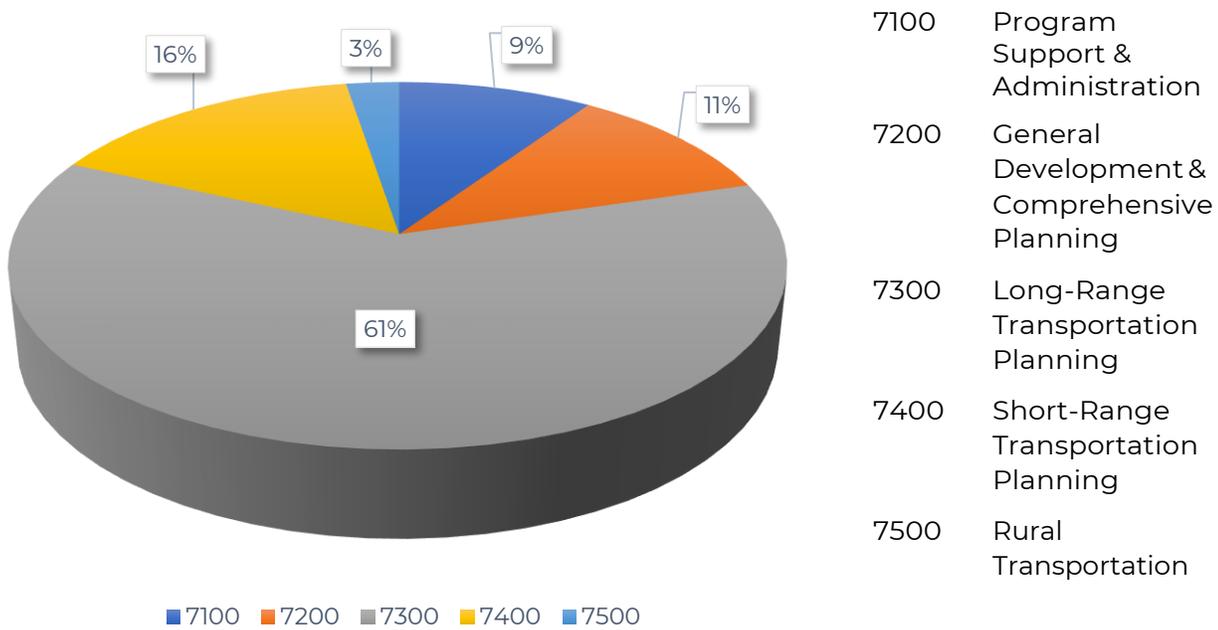


TABLE 4. FY 2021 RRTPO UPWP BUDGET

Work Task	RRTPO Budget															TOTAL
	PL Approved				5303 Approved				CO 5303 Approved				OTHER (1)			
	80% Federal	10% State	10% Local	Total	80% Federal	10% State	10% Local	Total	80% Federal	10% State	10% Local	Total	80% Federal	20% State	Total	
7110 Program Management	\$116,529	\$14,566	\$14,566	\$145,661	\$54,095	\$6,762	\$6,762	\$67,619	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$213,280
7120 UPWP, Budget, and Contract Administration	\$36,194	\$4,524	\$4,524	\$45,242	\$6,299	\$787	\$787	\$7,873	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$53,115
7210 Public Outreach and Equity Analysis	\$118,384	\$14,798	\$14,798	\$147,980	\$45,165	\$5,646	\$5,646	\$56,457	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$204,437
7220 Special Planning Efforts	\$43,050	\$5,381	\$5,381	\$53,813	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$53,813
7230 Contingency Funding	\$13,267	\$1,658	\$1,658	\$16,584	\$0	\$0	\$0	\$0	\$24,000	\$3,000	\$3,000	\$30,000	\$0	\$0	\$0	\$46,584
7310 Metropolitan Transportation Plan	\$296,723	\$37,090	\$37,090	\$370,904	\$107,787	\$13,473	\$13,473	\$134,734	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$505,637
7320 Travel Demand Modeling & Emission Analysis	\$96,748	\$12,093	\$12,093	\$120,935	\$38,450	\$4,806	\$4,806	\$48,062	\$0	\$0	\$0	\$0	\$474,840	\$118,710	\$593,550	\$762,547
7330 Transit	\$37,848	\$4,731	\$4,731	\$47,310	\$109,812	\$13,727	\$13,727	\$137,265	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$184,575
7340 Active Transportation-Bicycle & Pedestrian	\$116,492	\$14,562	\$14,562	\$145,615	\$18,561	\$2,320	\$2,320	\$23,201	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$168,816
7350 Systems Resilience Plan	\$84,228	\$10,529	\$10,529	\$105,285	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$105,285
7410 Performance Based Transportation Planning	\$53,153	\$6,644	\$6,644	\$66,441	\$16,412	\$2,051	\$2,051	\$20,515	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$86,955
7420 Financial Programming/ Transportation Improvement Program	\$244,743	\$30,593	\$30,593	\$305,928	\$16,283	\$2,035	\$2,035	\$20,354	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$326,282
7430 Rail, Freight & Intermodal Planning	\$11,697	\$1,462	\$1,462	\$14,621	\$7,167	\$896	\$896	\$8,959	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,579
7500 Rural Transportation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$58,000	\$72,500	\$72,500
TOTAL (\$)	\$1,269,056	\$158,632	\$158,632	\$1,586,320	\$420,030	\$52,504	\$52,504	\$525,038	\$24,000	\$3,000	\$3,000	\$30,000	\$474,840	\$176,710	\$666,050	\$2,807,408

(1) 7320 funds are RSTBG funds for travel demand model development and scenario planning, 7500 funds are PlanRVA allocated rural transportation funds shown for reference (listed distribution percentages for this work task do not apply)

ACRONYM DEFINITIONS

Acronym	Definition
CMP	Congestion Management Program
CMAQ	Congestion Mitigation and Air Quality (federal funding)
CTAC	Community Transportation Advisory Committee, RRTPO advisory committee
DRPT	Department of Rail and Public Transportation
EDAC	Elderly and Disability Advisory Committee, former RRTPO advisory committee
FAST Act	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY / FFY	Fiscal Year / Federal Fiscal Year
IMR	Interchange Modification Report
L RTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization
OIPI	Office of Intermodal Planning and Investment
PL	Planning funds (federal funding category)
PlanRVA	Richmond Regional Planning District Commission
RMTA	Richmond Metropolitan Transportation Authority
RRTPO	Richmond Regional Transportation Planning Organization
RSTP	Regional Surface Transportation Program (federal funding)
RSTBG	Regional Surface Transportation Block Grant (federal funding)
RTC	Richmond / Tri-Cities MPOs
STARS	Strategically Targeted Affordable Roadway Solutions
TAC	Technical Advisory Committee
TIP	Transportation Improvement Program, list of upcoming transportation projects
UPWP	Unified Planning Work Program, the RRTPO annual budget and work program
VDOT	Virginia Department of Transportation
VTrans	Virginia statewide, long-range transportation plan

TABLE 5. Amendments to the UPWP

RRTPO POLICY BOARD AGENDA 6/4/20; ITEM B.4.

FY21 UNIFIED PLANNING WORK PROGRAM (UPWP) BUDGET

Richmond Regional Transportation Planning Organization

On motion of Patricia S. O'Bannon, seconded by William G. Coad, the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board approves the *RRTPO Fiscal Year 2021 Unified Planning Work Program* as presented.

BE IT FURTHER RESOLVED, that the RRTPO policy board action to adopt the UPWP, as submitted, meets all requirements noted in the VDOT/RRPDC Agreement for the Utilization of Federal and State Funds to Support Metropolitan Planning in the Richmond Area as provided in Article III, Statement of Work, which includes VDOT and FHWA approval of this RRTPO action.

This is to certify that the Richmond Regional Transportation Planning Organization policy board approved the above resolution at its meeting held June 4, 2020.

WITNESS:

Nicole Mueller

Nicole Mueller
Program Coordinator
PlanRVA

BY:



Chet Parsons
Secretary
Richmond Regional Transportation
Planning Organization