

# Unified Planning Work Program

Fiscal Year 2025

July 1, 2024 - June 30, 2025



Richmond Regional  
**Transportation  
Planning  
Organization**



# Vision

The transportation system in the Richmond Region will reliably and safely connect people, prioritize more equitable opportunities for all to thrive and live healthy lives, promote a strong economy, and respect environmental stewardship.



# Notices and Disclaimers

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RRTPO y PlanRVA cumplen completamente con el Título VI de la Ley de Derechos Civiles de 1964 y los estatutos y reglamentos relacionados en todos los programas y actividades. La RRTPO y el PlanRVA se esforzarán por brindar adaptaciones y servicios razonables para las personas que requieran asistencia especial para participar en esta oportunidad de participación pública. Para obtener más información sobre la accesibilidad a las reuniones o para obtener un Formulario de queja de Título VI, consulte [PlanRVA.org](http://PlanRVA.org) o llame al Coordinador del Título VI al (804) 323-2033.

## Acknowledgement

The Unified Planning Work Program (UPWP) was prepared by PlanRVA staff in cooperation with the United States Department of Transportation (USDOT), Virginia Department of Transportation (VDOT), and the Virginia Department of Rail and Public Transportation (DRPT), and the Richmond Regional Transportation Planning Organization (RRTPO) member jurisdictions and agencies.

## Disclaimer

The contents of this report reflect the analysis of the RRTPO as part of PlanRVA which 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, the FTA, the DRPT, the VDOT, or the Board of PlanRVA. This report does not constitute a standard, specification, or regulation.

The FHWA, FTA, DRPT, or VDOT acceptance of this report as evidence of the fulfillment of the objectives of this program does not constitute endorsement or approval of the need of any recommended improvements nor does it constitute approval of their location and design or a commitment to fund any improvements. Additional project level environmental impact assessments and/or studies of alternatives may be necessary.

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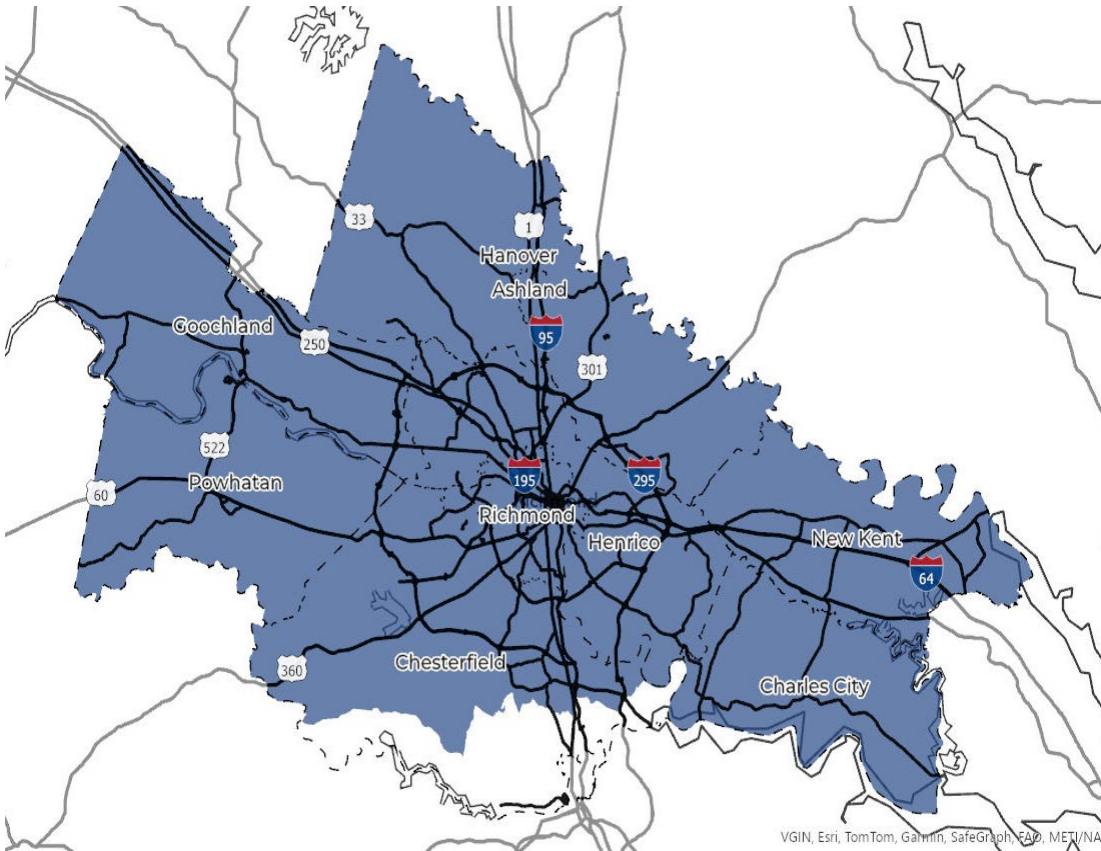
# Introduction

## The Richmond Region

The Richmond region is the area covered by PlanRVA or Virginia Planning District Commission 15 which is made up of the City of Richmond, the Town of Ashland, and the counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, and Powhatan. The Richmond region covers 2,165 square miles, and is located approximately 100 miles south of Washington, D.C. and midway between Atlanta and Boston.

According to the 2045 Long Range Growth Forecast Analysis prepared for ConnectRVA2045, the region had a population of 1.1 million people as of base year 2017. The Richmond region is forecast to grow by nearly 30%, reaching a total of 1.4 million residents by 2045. The largest gains in actual population are projected in the three largest localities, Chesterfield, Henrico, and the City of Richmond. In percentage terms, New Kent, Goochland, Powhatan, and Hanover counties are expected to see the highest population growth. This regional population will live in 552,000 households, an increase of nearly 125,000 households by 2045.

The City of Richmond is the capital of the Commonwealth of Virginia. Richmond region employers provide more than 550,000 jobs for area residents. Henrico County remains the region’s largest employment center. The region serves as home to

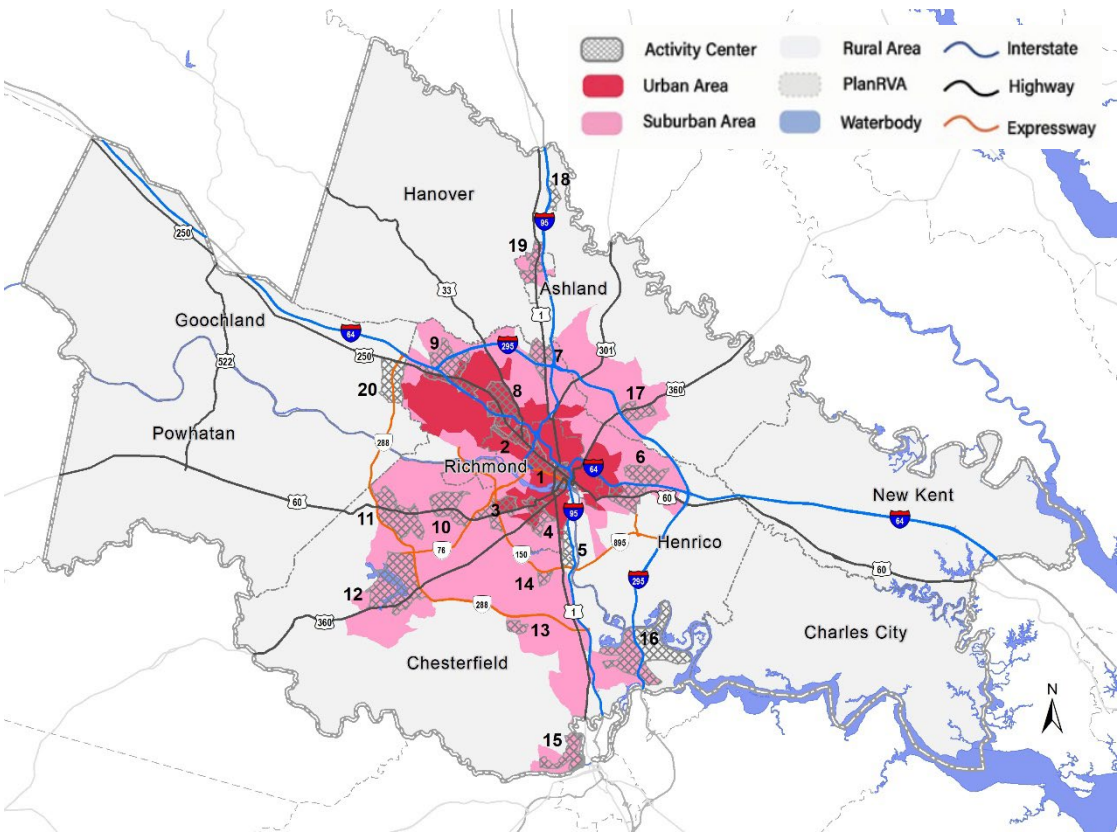


**EXHIBIT 1: RICHMOND REGION WITH METROPOLITAN PLANNING AREA BOUNDARY**

Virginia Commonwealth University, the University of Richmond, Virginia Union University, Virginia State University, Randolph Macon College and Reynolds and Brightpoint Community Colleges with a collective enrollment of approximately 76,000 students.

The region's strategic location south of Washington DC and west of the Hampton Roads coastal area positions it to capitalize on the opportunities offered by its geography. The region is well served by the interstate transportation network, with I-95 and I-64 intersecting near its center. Routes 295 and 288 form an outer circular beltway system. Businesses and residents both prosper from the relatively short 24-minute average work commute. Rail access provides connections to East Coast and Midwest markets, and the region is well positioned to capitalize on anticipated increases in freight movement to the Port of Virginia in Hampton Roads.

The region includes both a well-developed urban core surrounded by vibrant older suburban neighborhoods and traditional subdivisions expanding into the more sparsely populated rural counties. The 2017 population density map shows the City of Richmond with the emerging development pattern of a higher density



**EXHIBIT 2: MAP OF REGIONAL ACTIVITY CENTERS**

ring following major thoroughfares extending from the center to meet the outer expressways. The southeastern quadrant of the region is a noticeable departure from this concentric pattern. The James River creates the natural boundary while Route 895 provides a connection between the I-295 bypass and I-95 with potential to facilitate more development by 2045. Employment densities following much the same pattern start to merge with population concentrations

to define activity centers throughout the region. A mixed-use area where the density of commercial, industrial, and residential land uses is highest is more conducive to a variety of transportation options, including transit. Twenty (20) activity centers, ranging from urban to suburban to small town represent the areas of highest population and employment density within the Richmond region.

## **Richmond Regional Transportation Planning Organization (RRTPO)**

The RRTPO is a policy-making organization made up of local elected officials from each of the region’s nine member jurisdictions and state and federal transportation agencies, and area transportation service/system operators. The RRPDC serves as lead staff providing administrative and technical services for the RRTPO. In addition, the Virginia Department of Transportation (VDOT) and the Virginia Department of Rail and Public Transportation (DRPT) provide additional technical support.

The RRTPO serves as the forum for cooperative regional transportation decision-making. The RRTPO must carry out metropolitan transportation planning in cooperation with the state and transit providers. The RRTPO develops the region’s transportation plans and programs, and approves the long-range transportation plan, ConnectRVA 2045, which is a prerequisite for the allocation of federal-aid highway and transit funds. The development of an efficient and effective multimodal transportation network is essential for the region if it is

to sustain a strong economy, clean environment, and high quality of life.

Metropolitan Planning Organizations (or Transportation Planning Organizations) are designated under Section 134 of Title 23, U.S. Code, for maintaining and conducting a “continuous, cooperative, and comprehensive” (3-C) regional transportation process that results in plans and programs consistent with adopted plans for development of the metropolitan area. Census defined urbanized areas of 50,000 or greater in population are designated as “MPOs”. The Governor, with the concurrence of area local governments, is charged with designating the MPO’s member organizations. The RRTPO is designated as a “Transportation Management Area (TMA),” defined as a metropolitan area with a population of over 200,000, creating additional requirements for transportation planning such as the Congestion Management Process (CMP).

Like many metropolitan areas, the RRTPO encompasses several jurisdictions, each with their own comprehensive plans and transportation programs. In Virginia, planning district commissions, which are established under state code to conduct regional planning, serve as TPO staff for most of Virginia’s urbanized areas.

### ***Member Jurisdictions and Partner Agencies***

The following jurisdictions are voting members of the RRTPO with the number of votes apportioned according to population indicated in parenthesis:



- Charles City County (1)
- Chesterfield County (4)
- Goochland County (2)
- Hanover County (3)
- Henrico County (4)
- New Kent County (2)
- Powhatan County (2)
- City of Richmond (4)
- Town of Ashland (1)

Partner agencies which also hold one vote include the Capital Region Airport Commission, GRTC Transit System, Richmond Metropolitan Transportation Authority (RMTA), and VDOT (as the Secretary of Transportation’s designee). Non-voting members represent other RRTPO committees and partner agencies.

**TPO Study Area**

Under federal requirements, the study area for the RRTPO must encompass both the existing urbanized area and contiguous area expected to become urbanized during the period covered by the long-range transportation plan. It must also cover areas designated by the Environmental Protection Agency (EPA) under the Clean Air Act as part of the non-attainment / maintenance area for air quality standards.

To ensure that the plan covers all urbanized areas, air quality attainment areas, and areas expected to become urbanized by 2045, the study area has been defined to include:

- Charles City County
- Goochland County
- Hanover County
- Henrico County
- New Kent County
- Powhatan County
- City of Richmond
- Town of Ashland
- A majority of Chesterfield County

The part of Chesterfield County not included in the RRTPO is contained in the Tri-Cities MPO study area. This includes those areas of Chesterfield County near Hopewell, Colonial Heights, and Petersburg.

**Unified Planning Work Program (UPWP)**

The purpose of the UPWP is to promote a unified regional approach to transportation planning 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 Area (TMA) designated MPOs 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, 2024, and concludes on June 30, 2025. 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.

# Transportation Planning Program

Development of this FY 2025 UPWP has been guided by regulations requiring the RRTPO planning process to consider and implement projects, strategies, and services that address ten Metropolitan planning factors. The planning factors required by federal regulations are:

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.

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 table on page 10 summarizes the applicability of each Metropolitan planning factor to the 2025 work program tasks.

The FY25 UPWP continues to be organized with four core program areas: Program Management, Comprehensive Planning & Outreach, Long-Range Transportation Planning, and Short-Range Transportation Planning. 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. The appendices consolidate

information necessary to understanding and implementing the RRTPO program requirements.

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. 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. The FHWA/PL funding allocations for FY25 from VDOT and the FTA 5303 funding allocations from DRPT have been received.

**Other Regional Transportation Planning**

Additional planning activities for the Richmond region, beyond those included in the TIP or identified in the budget and work program, are undertaken by other agencies. One of the primary roles of the RRTPO is to coordinate these regional planning activities to make good use of limited local, state, and federal resources. The following section summarizes regionally significant

transportation planning activities by other agencies in the region.

**Reconnect Jackson Ward - Ongoing**  
*City of Richmond*

The City of Richmond will conduct a traffic study and impact analysis, complete an environmental review, and develop a conceptual design and preliminary engineering plans for a cap over I-95/I-64 between Jackson Ward and Gilpin Court. This planning grant will also support local history and archival research, philanthropic coordination, and community engagement to ensure continued community support and involvement through ultimate construction of the project.

<b>Funding Source</b>	<b>Amount</b>
Reconnecting Communities Pilot (Federal)	\$1,350,000
Local Match	\$ 340,000
<b>TOTAL</b>	<b>\$1,690,000</b>

**Permanent Transfer Center NEPA**  
*Greater Richmond Transit Company*

GRTC is currently working in partnership with the City of Richmond to identify a permanent transfer hub in downtown Richmond. A study was kicked off in August 2023 with the completion date of April 2024. In working with the consultants, two sites on Leigh and 9th street have been identified to move forward to conceptual design. Both sites are owned by the City of Richmond.

Mixed used development through a public private partnership is the planned path forward for development of the transfer hub on the selected site. As the study closes out in April, GRTC will be ready to move forward with NEPA for the selected site based on refinement to the conceptual design. Completing NEPA expeditiously is imperative, as having this done will be beneficial to conversations with potential partners of the joint development.

<b>Funding Source</b>	<b>Amount</b>
28-MERIT Special Programs - Technical Assistance - FY25 (Federal)	\$1,380,000.00
State	\$1,500,000.00
Local	\$60,000.00
CVTA	\$60,000.00
<b>Total</b>	<b>\$3,000,000.00</b>

**Paratransit Operational Analysis**  
*Greater Richmond Transit Company*

GRTC currently provides fixed route complementary ADA paratransit services within the FTA required 3/4 mile fixed route buffer. This service is branded CARE (Community Assisted Ride Enterprise). GRTC additionally provides premium paratransit service beyond the ADA required boundary, offering service to the entire County of Henrico. This service is branded CARE PLUS. GRTC offers a third paratransit option that is a premium on-demand service, CARE ON-DEMAND. CARE and CARE Plus currently operate as zero fare in

alignment with Fixed Route service. CARE ON-DEMAND fare is \$6.00.

<b>Funding Source</b>	<b>Amount</b>
28-MERIT Special Programs - Technical Assistance - FY25 (Federal)	\$69,000.00
State	\$75,000.00
Local	\$3,000.00
CVTA	\$3,000.00
<b>Total</b>	<b>\$150,000.00</b>

**ADA Compliance Assessment**  
*Greater Richmond Transit Company*

GRTC is requesting the services of a consultant to evaluate the current accessibility compliance with the Americans with Disability Act (ADA) for our administrative and maintenance buildings at 301 E. Belt Blvd. The GRTC facilities have been in operation for 14 years, with upgrades to the facilities being completed ad hoc, with a focus on improvements to parking needs and safety. As improvements have been made, GRTC has not done an overall evaluation of the impact of the improvement on accessibility for those with disabilities. GRTC currently has two elevators for access to the facility in the instance one elevator may be down, however, a lens of accessibility should also be considered for individuals regarding opening and closing doors. The assessment will result in the identification of improvements that GRTC can make to

ensure there are not inequitable hardships in terms of access for individuals who have a disability.

<b>Funding Source</b>	<b>Amount</b>
300-MERIT Capital Assistance - Minor Enhancement (MIN) - FY25	\$25,200.00
State	\$61,200.00
Local	\$1,800.00
CVTA	\$1,800.00
<b>Total</b>	<b>\$90,000.00</b>

**GRTC Western Extension NEPA/30%**

*Greater Richmond Transit Company*

This project is a necessary next step on the pathway to construction. GRTC anticipates the need for NEPA, with the class of action being either a Documented

Categorical Exclusion (DCE) or Environmental Assessment (EA). Additional conceptual design work will be required to refine the alternative to a level of understanding that will enable completion of a DCE or EA. With the identification of a minimum operable extension and the completion of NEPA, the project would be eligible to compete for funding for design development and construction.

<b>Funding Source</b>	<b>Amount</b>
28-MERIT Special Programs - Technical Assistance - FY25	\$392,000.00
State	\$952,000.00
Local	\$28,000.00
CVTA	\$28,000.00
<b>Total</b>	<b>\$1,400,000.00</b>

**TABLE 1: UPWP TASKS AND FEDERAL PLANNING FACTORS**

	7100 Program Management			7200 Comprehensive Planning & Outreach			7300 Long Range Planning					7400 Short Range Planning	
	7110	7120	7130	7210	7220	7230	7310	7320	7330	7340	7350	7410	7420
Economic	X	X			X		X	X	X	X	X	X	X
Safety	X	X			X		X	X	X	X	X	X	X
Security			X	X	X	X	X		X	X	X	X	X
Accessibility	X	X	X	X	X		X	X	X	X	X	X	X
Environment			X	X	X	X	X	X	X	X	X	X	X
Connectivity	X	X	X		X		X	X	X	X	X	X	X
Management	X	X	X		X		X	X	X	X	X	X	X
Preservation							X	X	X	X	X	X	X
Storm Water						X	X		X	X	X	X	X
Tourism				X	X		X		X	X	X	X	X

# Planning Priorities

The FY25 UPWP priorities focus on fully addressing the recommendations from the August 2021 federal certification report and federal planning emphasis areas, completing existing work tasks that span from FY24 to FY25, and advancing new initiatives. These priorities are outlined below.

## Federal Certification Recommendations

**Development of a periodic system performance report** evaluating the condition and performance of the transportation system with respect to the performance targets, and progress achieved in meeting the performance targets.

We strongly recommend that the Secretary of Transportation **review the Commonwealth's current representation on the Policy Board** to ensure that the Commonwealth's interests in passenger and freight rail, transportation demand management, ridesharing, and public transportation are appropriately represented. We recommend that DRPT be considered to be made a voting member moving forward.

It is recommended that RRTPO, once guidance is released for the Bipartisan Infrastructure Bill (BIL), to **reexamine the 3-C agreement (Memorandum of Understanding) on Metropolitan Transportation Planning Responsibilities** for the Richmond Area to ensure it is in compliance.

VDOT provide **Section 504 training** to the RRTPO to support their self-certification of Section 504.

VDOT provide **procedures and documentation to support the State's self-certification statement pursuant to 23 CFR 450.336** that the metropolitan planning process is being carried out in accordance with Section 504, ADA, The Older Americans Act, 23 USC 324, and with consideration of E.O. 12898 (EJ).

RRTPO should continue to **support a robust transit network which delivers comprehensive, equitable and convenient service**, particularly in areas of greatest need, especially in light of new CVTA revenues.

## Federal Planning Emphasis Areas

**Expand data management and sharing capabilities** - Fully incorporate data sharing and consideration into the transportation planning process, emphasizing data's value across multiple programs. Data sharing principles and data management will be elevated for a variety of issues, such as freight, bike and pedestrian planning, equity analyzes, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety.

**Improve consideration of equity and justice in public planning processes** - Actively advance racial equity and support for underserved and disadvantaged communities, including tribal governments, to help ensure public involvement in the planning process and



that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. Work will consider the following:

- Improving infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities;
- Planning for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management;
- Reducing single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors;
- Working with transit providers to target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and
- Be a resource to providers as they consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

**Tackle the Climate Crisis – Transition to a Clean Energy, Resilient Future**

- Identify measures to help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. This could include

evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions.

**Safe Streets** - Be a resource to assist partner agencies plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

**Public Engagement** - Continue developing methods and strategies to improve opportunities for the general public to take a more active role in project planning and development. Be a resource to connect impacted communities with decision-makers as plans and projects are considered. Identify a layered engagement approach that considers in-person, hybrid, and virtual tools and strategies for involvement.

**Planning and Environmental Linkages** - Develop project planning workflows that implement PEL as part of the transportation planning and environmental

review processes. The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information.

### On-going Planning Efforts

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 **support of regional public transportation service** that provides more frequent, accessible service including expansion of bus rapid transit to the west along the Borad Street Corridor and North-South through downtown Richmond.

**Advance the recommendations from prior year studies** (BikePedRVA 2045, Regional Park and Ride Study, Transit Vision Plan Short-Range Priorities, etc.) into project applications, policies, or other implementation efforts.

Continue **advancing the Fall Line** with local, regional, state, and national partners and evaluate opportunities for funding and amenities.

**Support the CVTA** as a funding partner through data-driven analysis, cost estimating support, and prioritization and ranking tools.

Continue to **build public engagement and outreach strategies** for the RRTPO and ensure compliance with Title VI, Environmental Justice, and Low Literacy/Limited English Proficiency requirements.

### FY25 Regional Priorities

**Renewed Safety Emphasis.** This work effort builds on the RRTPO's strengthened commitment to reducing roadway fatalities and serious injuries in the 2024 target setting and will include reestablishing the regional safety work group and looking for opportunities to implement and refine the Regional Transportation Safety Plan.

**Long-Range Transportation Planning.** This work effort will begin the planning process for the 2050 regional long-range transportation plan. This builds on intentions from the ConnectRVA 2045 plan and the scenario planning effort, Pathways to the Future, and will include comprehensive data development, public engagement, and public-facing reporting and visualization.

**Rural Public Transportation.** This work effort will focus on identifying options to provide or enhance public transportation services in the less densely populated localities in the region that can be fully compatible and

integrated with existing and planned GRTC service. This effort includes data development, public engagement, and development of implementation strategies for recommended improvements and services.

# Fiscal Year 2024 Accomplishments

The following summarizes work produced and planning activities performed during FY 2023 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 with emphasis on public engagement and transparency. Introduced new board members to the MPO through a comprehensive on-boarding program.
- **7120** Maintained the FY24 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 Equity, Outreach & Comprehensive Planning

- **7210** Reviewed and updated the Public Engagement Plan in advance of the 2050 LRTP scoping and kick-off to ensure engagement remains at the forefront of agency efforts. Significantly shifted the role of CTAC to lead

development of engagement strategies and outreach efforts more directly.

- **7220** Participated in professional organizations and societies including the American Planning Association, National Association of Regional Councils, Association of MPOs, National Association of Development Organizations, Consortium for Scenario Planning, and others to advance staff engagement and knowledge of best practices. Partnered on STARS studies, IMR reports, and arterial management plans.

## Task 7300 Long-Range Transportation Planning

- **7310** Completed a major amendment of ConnectRVA 2045 to include the Interchange Modification at Exit 211 on I-64 project. Conducted a soft kick-off of the 2050 long-range plan with community leaders and elected officials as part of the annual Transportation Forum.
- **7315** Completed Pathways to the Future, the region's first cross-discipline scenario planning tool, to assist in planning for uncertain futures. The project includes development of multiple computer models and data visualization tools, establishment of a steering committee of subject matter experts and engagement of the

community across multiple focus areas that intersect with transportation.

- **7320** Continued development of the 2050 travel demand model including integration with the other scenario planning models.
- **7330** Continued coordination with GRTC and DRPT on bus rapid transit expansions west along US-250 and a new north-south line. Provided direct support for GRTC's planning efforts for essential infrastructure at bus stops. Initial data development and scoping for the FY25 rural public transportation study in coordination with GRTC, CVTA, and localities.
- **7340** Completed the Trolley Line planning effort with National Park Service and began implementation efforts. Continued support and assistance for Fall Line development.

RRTPO has updated the TIP narrative to indicate specific dollar amounts (or percentage of total TIP amount) utilized toward achievement of transit performance targets like the effort for highway investments as recommended in the certification review. RRTPO prioritized projects and allocated funding for the CMAQ, CRP, STBG, and TA programs and selected and developed projects for Smart Scale Round 6 applications.

- **7430** Hired a freight planner to lead program efforts and began initial data development.

## Task 7400 Short-Range Transportation Planning

- **7410** Developed dashboards and datasets to communicate regional transportation indicators for all nine RRTPO member jurisdictions. Submitted performance measures for Federal performance measures, including more aggressive roadway safety targets for 2024.
- **7420** With the approval of the FY24 – FY27 Transportation Improvement Program, the

# Fiscal Year 2025 Tasks

RRTPO planning activities are divided into four major planning categories. 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. The following table summarizes projects, tasks, and total cost budgeted for each project. The next section provides details on each task.

<b>Task Number</b>	<b>Title</b>	<b>Total Budgeted Amount</b>
<b>7100</b>	<b>PROGRAM SUPPORT &amp; ADMINISTRATION</b>	<b>\$470,117</b>
7110	Program Management	
7120	UPWP, Budget and Contract Administration	
7130	Contingency Funding	
<b>7200</b>	<b>EQUITY, OUTREACH &amp; COMPREHENSIVE PLANNING</b>	<b>\$768,000</b>
7210	Public Outreach & Equity Analysis	
7220	Special & Integrated Planning	
7230	System Resilience & Environmental Linkages	
<b>7300</b>	<b>LONG-RANGE TRANSPORTATION PLANNING</b>	<b>\$1,814,452</b>
7310	Long-Range Transportation Plan	
7320	Travel Demand Modeling & Emissions Analysis	
7330	Transit & Passenger Rail	
7340	Active Transportation	
7350	Freight & Intermodal Planning	
<b>7400</b>	<b>SHORT-RANGE TRANSPORTATION PLANNING</b>	<b>\$205,000</b>
7410	Performance Based Transportation Planning	
7420	Financial Programming / Transportation Improvement Program	

# 7100 PROGRAM SUPPORT AND ADMINISTRATION

## Task 7110 Program Management

**Purpose:**

Support the planning process and provide contract administration for federal, state, and other funding programs as appropriate.

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.

<b>7110 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
1. Maintenance and administration of the program and committees	Ongoing
2. Maintain current information on regional plans and programs	Ongoing
3. Coordinate consultant-related activities	As Needed
4. Coordinate special meetings including the RRTPO Transportation Forum	As Needed
5. Coordinate and fulfil interagency review and information requests	As Needed
<b>VDOT</b>	
1. Provide technical assistance to the RRTPO, member governments, and other agencies	As Needed
2. Provide review and guidance related to RRTPO planning and programming requirements and assistance addressing federal requirements	Ongoing

**Task 7120 UPWP, Budget and Contract Administration**

**Purpose:**

Develop and maintain the Unified Planning Work Program.

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.

<b>7120 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
1. Administer RRTPO FY 2025 UPWP	Ongoing
2. Work with member governments to prepare grant applications supporting the UPWP with emphasis on the Bipartisan Infrastructure Law and other federal programs	As Needed
3. Communicate UPWP activities to the public through CTAC and outreach methods identified in Task 7210 and the RRTPO Public Engagement Plan	Ongoing
4. Coordinate review of and fulfil information requests	As Needed
5. Provide regular progress updates to VDOT and DRPT	Ongoing
6. Provide review and guidance related to RRTPO planning and programming requirements and assistance addressing federal requirements	Ongoing



**Task 7130 Contingency Funding**

**Purpose:**

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.

<b>7130 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
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
2. Additional public engagement as identified during the planning phases for project assignments	As Needed
3. New UPWP tasks developed as part of a needs assessment during the fiscal year	As Needed
4. Address unanticipated funding shortfalls and/or rescissions	As Needed

## 7200 EQUITY, OUTREACH & COMPREHENSIVE PLANNING

### Task 7210 Public Outreach & Equity Analysis

**Purpose:**

Actively engage stakeholders and the public with information regarding RRTPO activities and current issues in metropolitan transportation planning.

Encourage and document citizen engagement in the development of RRTPO transportation plans, programs and policies via the approved PlanRVA Public Engagement Plan, Title VI Plan, and associated policies and procedures.

**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 policy board. The CTAC membership includes representation from all the RRTPO local jurisdictions and community organizations, including a focus on seniors, individuals with disabilities, persons with low income and all persons that are transportation disadvantaged.

<b>7210 Expected Results/Product</b>	<b>Completion:</b>
<b>RRTP0</b>	
1. Work to ensure equitable opportunities for all people to participate in the work of PlanRVA and RRTPO.	Ongoing
2. Revise Public Engagement Plan to include best practices	As Needed
3. Conduct 3-year review and update of Title VI plan	June 30, 2025
4. Maintain PlanRVA website including dashboards and engagement portal	Ongoing/As Needed
5. Serve as a resource to VDOT & DRPT to enhance participation by elderly, disabled, and low-income populations in transportation plans	As Needed
<b>VDOT</b>	
1. Support PlanRVA efforts to engage regional stakeholders and the general public	Ongoing
<b>DRPT</b>	
1. Encourage and participate in PlanRVA efforts to raise awareness of transit projects	Ongoing

**Task 7220 Special and Integrated Planning**

**Purpose:**

Participate in and provide technical support to special planning efforts or studies in the region that are related to or impact 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 analysis, tourism planning, regional and megaregional partnerships, financial competitiveness studies, and professional advancement.

<b>7220 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
1. Provide technical support services to member jurisdictions as identified through joint agreement.	As Needed
2. Professional leadership and Best Practices – work to be an active participant and leader in various professional organizations	Ongoing
3. Actively participate in VDOT or locality-led regional transportation studies as well as responding to data requests	Ongoing
4. Support the region’s Action Framework for Economic Mobility which will measure performance in key economic mobility indicators including Housing and Transportation.	Ongoing
5. Support development of an updated regional Comprehensive Economic Development Strategy (CEDS)	Ongoing
6. Work with regional partners to ensure progress for the 2024 Regional Policy Agenda for safe, affordable housing for every individual and family	Ongoing
7. Track and update technology needs as appropriate to keep PlanRVA on the cutting edge of best technology practices among MPOs and planning organizations	As Needed

**Task 7230 System Resilience & Environmental Linkages**

**Purpose:**

Following federal guidance, consider projects and strategies that will improve resiliency and reliability of the transportation system through mitigation of stormwater impacts on the transportation system, improvement of resistance to heat island impacts and reduction of 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.

<b>7230 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
1. Develop a system resilience analysis framework to complements the LRTP and identifies strategies that reduce community impacts of climate change	Ongoing
2. Work with VDOT to assess and prioritize infrastructure	As Needed
3. Support updates of the Regional Green Infrastructure Plan	June 30, 2025
4. Maintain and update digital flood tool that will provide current information on potential impacts and priority infrastructure needs	Ongoing
5. Identify new indicators for assessment of community resilience	Ongoing
6. Update project prioritization metrics that reflect resilience and environmental factors in project development	As Needed
<b>VDOT</b>	
1. Collaborate with PlanRVA to develop a summary database of infrastructure vulnerability	Ongoing

# 7300 LONG-RANGE TRANSPORTATION PLANNING

## Task 7310 Long-Range Transportation Plan

**Purpose:**

Develop and maintain 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 DRPT staff. Expected efforts this year include establishing the steering committee, reviewing regional vision and goals, identifying transportation deficiencies, and identifying potential solutions. The existing plan will be monitored and amended as necessary.

Through the activities in this work task, RRTPO will meet the BIL requirement that each MPO use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [\[§ 11206\(b\)\]](#)”

<b>7310 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
1. Work to implement ConnectRVA 2045 and amend the plan as needed	Ongoing
2. Develop 2050 Long-Range Transportation Plan	September 30, 2026
<b>VDOT</b>	
1. Support RRTPO in implementing ConnectRVA 2045	Ongoing
2. Support RRTPO in developing the 2050 LRTP	September 30, 2026
3. Consider the impact of study recommendations on LRTP	Ongoing
4. Implement VTrans	Ongoing
<b>DRPT</b>	
1. Support RRTPO in implementing <i>ConnectRVA 2045</i>	Ongoing
2. Support RRTPO in developing the 2050 LRTP	September 30, 2026
3. Review RVA Transit Vision Plan and other regional transit and mobility plans for consistency with <i>ConnectRVA 2045</i> targets	Ongoing

**Task 7320 Travel Demand Modeling & Emissions Analysis**

**Purpose:**

This task aims to effectively model, analyze, and document multi-modal transportation networks and simulate existing and future travel demand. These models can also be used to estimate on-road motor-vehicle emissions including ozone precursors and greenhouse gas emissions.

**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. PlanRVA will investigate alternative platforms to develop alternative analyzes and investigations into future conditions and impacts of transportation decision-making.

<b>7320 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
1. Maintain and implement the RRTPO Travel Demand Model	Ongoing
2. Provide forecasts for regional studies	As Needed
3. Develop and implement a full transit demand model to complement the existing travel demand model	Ongoing
4. Cooperate with member governments, VDOT, and others to use the Travel Demand Model in small-area, corridor, and other types of local planning efforts	Ongoing/As Needed
<b>VDOT</b>	
1. Assist with implementation of the RRTPO Travel Demand Model	Ongoing
<b>DRPT</b>	
1. Coordinate with RRTPO and VDOT to incorporate current transit data and forecasts into the Travel Demand Model	Ongoing/As Needed

**Task 7330 Transit & Passenger Rail**

**Purpose:**

Identify opportunities to enhance and increase connectivity to transit across the Richmond region and advance the coordination of transportation services for all people in the Richmond region with focus through an equity lens on disadvantaged and environmental justice populations.

**Method:**

PlanRVA staff will support the implementation of the Transit Vision Plan (Near-term Technical Analysis), including support for GRTC in pursuit of shovel-ready projects and grant opportunities. PlanRVA will also support the state designated Area Agency on Aging in the maintenance of a plan to coordinate regional transportation services meeting the needs of disadvantaged populations.

<b>7330 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
1. Complete a rural public transportation study to develop recommended service and implementation strategies for localities without fixed route service	March 30, 2025
2. Support implementation of the Greater RVA Transit Vision and Human Services Mobility Plans	Ongoing

3. Coordinate Transportation Demand Management processes and policies in partnership with RideFinders.	Ongoing
4. Collect and synthesize performance data on public transportation	Ongoing
5. Support Staples Mill Station redesign and upgrades	As Needed
6. Coordinate with Greater Richmond Transit Company (GRTC) to improve service to the region with focus on BRT expansion and connectivity	Ongoing
<b>GRTC</b>	
1. Solicit support and technical assistance from PlanRVA staff for annual development of a plan for regional public transportation within Planning District 15 and other projects as needed	Ongoing
<b>DRPT</b>	
1. Solicit support & technical assistance from PlanRVA staff on implementation plans for the Greater RVA Transit Vision Plan	Ongoing
2. Support RRTPO development of the Rural Public Transportation study	March 30, 2025

**Task 7340 Active Transportation**

**Purpose:**

Plan for safe bicycle and pedestrian facilities connecting home, work, and school accessible for people of all ages and abilities and 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 oversight for the regional bicycle & pedestrian plan and pledges RRTPO support for area groups, organizations, and local governments to advance bicycle and pedestrian studies, programs, and projects.

Through the activities in this work task, RRTPO will meet the BIL requirement that each MPO use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)]”

<b>7340 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
1. Work with partners to identify planned active transportation improvements and update BikePedRVA 2045 as needed	December 31, 2024
2. Coordinate and facilitate regional conversations on the alignment of the East Coast Greenway	Ongoing
3. Support the development of the Fall Line network including wayfinding and Trolley Line interpretation	Ongoing
4. Develop a prioritization report for last-mile active transportation connections to transit to promote increased ridership and user safety	June 30, 2025
5. Collect and synthesize performance data on nonmotorized travel	Ongoing
6. Work with member governments and state agencies to advance active transportation	Ongoing
<b>VDOT</b>	
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



**Task 7350 Freight and Intermodal Planning**

**Purpose:**

Moving people and goods safely and 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.

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	Completion
<b>RRTPO</b>	
1. Freight corridor profiles and commodity flow data development and analysis. Investigation of best applications for freight data to support economic development.	June 30, 2025
2. Support implementation of I-95/RMT/Commerce Corridor Access Study	Ongoing
3. Coordinate with VPRA and DRPT on rail studies and initiatives in the Richmond area	As Needed
4. Analyze and catalog at-grade rail crossings with an emphasis on safety and freight impacts	June 30, 2025

# 7400 SHORT-RANGE TRANSPORTATION PLANNING

## Task 7410 Performance Based Transportation Planning

**Purpose:**

Establish and work towards meeting a defined set of performance measures and targets through planning and programming projects that contribute towards regional goals and assess progress towards meeting goals.

**Method:**

PlanRVA staff will work with VDOT 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.

Develop tools and visualizations to communicate performance of the transportation network in a data-driven process. Incorporate new datasets when possible, including the FY22 adopted Regional Transportation Safety Plan.

<b>7410 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
1. Safety – work with Vision Zero Workgroup to update and implement Regional Transportation Safety Plan	Ongoing
2. Congestion Management Process – update CMP report to reflect current conditions and potential strategies for the regional highway network including emphasis on freight corridors	June 30, 2025
3. Coordinate with VDOT and DRPT on Regional Performance Measures and their ongoing assessment	Ongoing
<b>VDOT</b>	
1. Collaborate with PlanRVA staff to develop Intelligent Transportation Systems (ITS) projects and programs	As Needed
2. Provide needed data to PlanRVA for use in developing CMP analysis and reporting	Ongoing

**Task 7420 Financial Programming /  
Transportation Improvement Program**

**Purpose:**

Cooperatively develop and publish the RRTPO Transportation Improvement Program (TIP), revise policies and procedures for TIP development, as needed, develop and manage evaluation and allocation of federal and state transportation funding, and report on previously authorized TIP projects.

**Method:**

PlanRVA, VDOT, and DRPT staff will jointly consult and coordinate with RRTPO Policy Board and advisory committees to maintain the TIP as needed; monitor authorized TIP projects; manage the RRTPO policies and procedures for TIP development; manage the RSTBG/CMAQ/TAP grant process; work to prepare regional applications for state and federal funding opportunities.

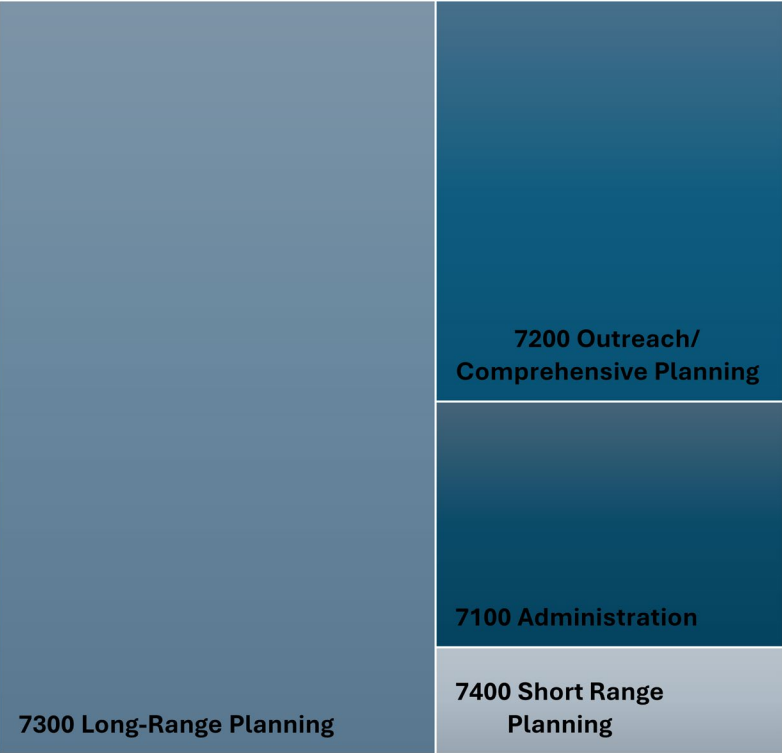
<b>7420 Expected Results/Product</b>	<b>Completion</b>
<b>RRTPO</b>	
1. Update the Project Selection and Allocation Framework	September 30, 2024
2. Allocate FY26 – FY31 flexible regional funding	June 30, 2025
3. Maintain the FY24 – FY27 TIP	Ongoing
4. Work collaboratively to develop regional applications for state and federal funding	As Needed
5. Develop tools and metrics evaluate projects including cost-benefit scoring and funding scenarios	Ongoing
<b>VDOT</b>	
1. Coordinate TIP project proposals for the State Highway System	Ongoing
2. Coordinate with PlanRVA staff to develop funds allocation recommendations	Ongoing
<b>DRPT</b>	
1. Coordinate transit TIP projects and amendments	As Needed

# Work Program Budget

Seven personnel from PlanRVA are committed to full time direct support of the tasks outlined in the FY 2025 RRTPO UPWP; another eight 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 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. Each staff person dedicated to direct support of the work program is charged with primary responsibility for accomplishing specific tasks or subtasks.

The figure right reflects the FY 2025 RRTPO budget by planning program project. The table on the following page details FY 2025 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.



FY25 Unified Planning Work Program

Work Task	PL				5303				5303 CO <sup>(1)</sup>	GRAND TOTAL
	Federal	State	Local	Total	Federal	State	Local	Total	Total	
7110 MPO Prog Mgmt	169,984	21,248	21,248	212,480	42,384	5,298	5,298	52,981	-	265,460
7120 UPWP Budget & Contracts	89,600	11,200	11,200	112,000	22,400	2,800	2,800	28,000	-	140,000
7130 Contingency Funding	-	-	-	-	51,725	6,466	6,466	64,656	-	64,656
7210 Public Outreach/ Equity Analysis	64,000	8,000	8,000	80,000	16,000	2,000	2,000	20,000	-	100,000
7220 Special & Integrated Planning	280,320	35,040	35,040	350,400	70,080	8,760	8,760	87,600	-	438,000
7230 System Resiliency & Environmental Link	184,000	23,000	23,000	230,000	-	-	-	-	-	230,000
7310 Long Range Transportation Plan	472,360	59,045	59,045	590,450	93,640	11,705	11,705	117,050	136,000	843,500
7320 Travel Demand Model	122,880	15,360	15,360	153,600	-	-	-	-	38,400	192,000
7330 Transit & Passenger Rail	-	-	-	-	266,353	33,294	33,294	332,941	116,011	448,952
7340 Active Transportation	166,400	20,800	20,800	208,000	-	-	-	-	52,000	260,000
7350 Freight & Intermodal	56,000	7,000	7,000	70,000	-	-	-	-	-	70,000
7410 Perf Based Planning	80,000	10,000	10,000	100,000	-	-	-	-	-	100,000
7420 Financial Prog/TIP	67,200	8,400	8,400	84,000	16,800	2,100	2,100	21,000	-	105,000
<b>TOTAL (\$)</b>	<b>1,752,744</b>	<b>219,093</b>	<b>219,093</b>	<b>2,190,930</b>	<b>579,383</b>	<b>72,423</b>	<b>72,423</b>	<b>724,228</b>	<b>342,411</b>	<b>3,257,569</b>

(1) Expected FTA 5303 Carryover Funds

# Modifications

## Introduction

A UPWP modification is any change that is made between annual updates of the UPWP. There are two types of UPWP modifications: (1) amendments and (2) administrative modifications. RRTPO coordinates modifications with VDOT and DRPT to ensure consistency with state and federal requirements. All completed modifications are documented in the UPWP.

## Amendments

Amendments are the most significant type of UPWP modification. An amendment involves a major change to a work task or the budget. The list below provides examples of amendments:

- Adding or removing a work task
- Significantly revising the concept or scope of a work task
- Changing the budget distribution between the major tasks (7100, 7200, 7300, 7400)
- Changes to the total program budget

All amendments are made available for public review and comment consistent with the [Public Engagement Plan](#). Amendments are subject to Federal approval. Amendments are reviewed by the Technical Advisory Committee (TAC) and approved by the Policy Board.

## Administrative Modifications

Administrative modifications, also known as adjustments, are minor changes to the UPWP. Examples of minor changes include:

- Changing the budget of subtasks (e.g. 7410 and 7420) while maintaining the overall task total
- Revising the concept or scope of a work task in a limited way

Administrative modifications do not undergo public review but do require Federal approval. Administrative modifications are processed by RRTPO staff and submitted to VDOT or DRPT as needed for approval.

# Acronym Definitions

We try to avoid using acronyms without providing a definition, but in case we missed any, here are definitions for some of the commonly used acronyms and terms in transportation planning in our region.

<b>Acronym</b>	<b>Definition</b>
Activity Center	<i>Areas in the region with concentrations of housing and jobs</i>
BIL	<i>Bipartisan Infrastructure Law, also known as the IIJA</i>
CMP	<i>Congestion Management Process</i>
CMAQ	<i>Congestion Mitigation and Air Quality (federal funding)</i>
CTAC	<i>Community Transportation Advisory Committee, RRTPO advisory committee</i>
CVTA	<i>Central Virginia Transportation Authority</i>
DRPT	<i>Department of Rail and Public Transportation</i>
EDAC	<i>Elderly and Disability Advisory Committee, former RRTPO advisory committee</i>
FAST Act	<i>Fixing America's Surface Transportation Act</i>
FHWA	<i>Federal Highway Administration</i>
FTA	<i>Federal Transit Administration</i>
FY / FFY	<i>Fiscal Year / Federal Fiscal Year</i>
GRTC	<i>Greater Richmond Transit Company</i>
IAR	<i>Interchange Access Report</i>
IIJA	<i>Infrastructure Investment and Jobs Act, also known as the BIL</i>

L RTP	<i>Long Range Transportation Plan</i>
MPO	<i>Metropolitan Planning Organization</i>
EPA	<i>National Environmental Policy Act</i>
OIPI	<i>Office of Intermodal Planning and Investment</i>
PL	<i>Planning funds (federal funding category)</i>
PlanRVA	<i>Richmond Regional Planning District Commission</i>
Policy Board	<i>Decision-making body of the RRTPO, composed of elected officials from nine jurisdictions and other partners</i>
RMTA	<i>Richmond Metropolitan Transportation Authority</i>
RRTPO	<i>Richmond Regional Transportation Planning Organization</i>
RSTBG	<i>Regional Surface Transportation Block Grant (federal funding)</i>
RTC	<i>Richmond / Tri-Cities MPOs</i>
STARS	<i>Strategically Targeted Affordable Roadway Solutions</i>
TAC	<i>Technical Advisory Committee, RRTPO advisory committee</i>
TDM	<i>Travel Demand Model</i>
TIP	<i>Transportation Improvement Program, list of upcoming transportation projects</i>
UPWP	<i>Unified Planning Work Program, the RRTPO annual budget and work program</i>
VDOT	<i>Virginia Department of Transportation</i>
VTrans	<i>Virginia statewide, long-range transportation plan</i>