

AGENDA

RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION
REGIONAL FUNDING GUIDELINES SUBCOMMITTEE

Thursday, September 10, 2020

11:00 a.m.

Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/351698573>

You can also dial in using your phone.

United States: +1 (646) 749-3122

Access Code: 351-698-573

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/351698573>

<u>WELCOME AND INTRODUCTIONS</u> (Busching)	Page(s)
I. Statement Regarding Virtual Meetings (Busching)	1
1. Leadership: Subcommittee Chair and Vice Chair (Busching)	-
2. Background on Regional Funding Guidelines (Busching)	2
3. Proposed Scope of Work and Major Tasks (Busching)	2-3
4. Proposed Meeting Schedule (Busching)	4
5. Next Subcommittee Meeting: TBA (Busching)	-
6. Adjournment (Busching)	-

MAB/nm
Attachments

Opening Statement for Electronic Meetings

In light of the 2020 COVID-19 virus and current guidance regarding physical distancing to reduce the potential for spread, meetings of the Richmond Regional Planning District Commissions have transitioned to a virtual format. Regional Public Bodies were granted authority to conduct meetings electronically, pursuant to the provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia during the period of the Governor's State of Emergency Declaration for COVID-19.

While we do not know the exact duration of the current practice of electronic meetings, we will continue to function in this manner until such time as it is deemed appropriate to return to in-person meetings.

Staff provided notice of this meeting and the means by which we are virtually gathered to members of the public on September 3, 2020 through electronic posting on the PlanRVA website and email distribution of notice to members, alternates, and known interested parties, including the media.

This meeting will be recorded. Audio and visual recordings of the meeting and materials will be posted on the PlanRVA website within 48 hours of this meeting.

Any member of the public participating as an observer during the meeting today may submit comments or questions at any time during the meeting via email at rtrpoinput@PlanRVA.org or by using the online chat functions of the meeting platform. Those individuals who are observing by phone may be called upon to share questions or comments. This meeting agenda includes two opportunities for members of the public to address this body. All comments and questions submitted during the meeting will be reviewed following the meeting and to the extent practical, responses will be provided or posted on the PlanRVA website.

We ask that everyone identify themselves first when speaking so we can more accurately record the activities of the meeting. All lines have been muted by the meeting administrator to minimize additional noise and feedback. You may unmute your line at any time to request acknowledgement from the Chair. Staff will be monitoring the chat functions throughout the meeting to assure we do not overlook anyone wishing to participate, as appropriate, in the discussion.

Does anyone have any questions regarding the process for assuring effective facilitation of this meeting or for how members of the public may participate?

I will now ask our clerk to certify we have followed the approved procedures for appropriate notice of this meeting and the means by which we are convening.

<Pause for Clerk's Response>

Please indicate your presence by saying "AYE" when your name is called during a roll call. Anyone who wishes to identify themselves following the roll call of members will be invited to do so.

<Pause for Roll Call>

Ashland | Charles City | Chesterfield | Goochland | Hanover | Henrico | New Kent | Powhatan | Richmond

PlanRVA, 9211 Forest Hill Avenue, Suite 200, Richmond, VA 23235

Regional Funding Guidelines Subcommittee Meeting – September 10, 2020

REGIONAL PROJECT SELECTION GUIDELINES SUBCOMMITTEE

BACKGROUND

The Congestion Mitigation and Air Quality (CMAQ) program was established in 1991 by the Intermodal Surface Transportation Efficiency Act (ISTEA) in response to passage of major amendments to the Clean Air Act (CAA). The CMAQ program is focused on funding transportation projects and programs which contribute to the attainment or maintenance of National Ambient Air Quality Standards (NAAQS) in nonattainment or air quality maintenance areas for ozone, carbon monoxide, or particulate matter (PM). The Richmond Regional Transportation Planning Organization (RRTPO) has overseen and tracked the allocation of CMAQ funds since 1992.

The Surface Transportation Program (STP), now Surface Transportation Block Grant (STBG), is the largest source of funding administered by the RRTPO. This program was also created by ISTEA and represented a shift toward greater flexibility for states and local governments in project selection. Under this program, large metropolitan areas like Richmond receive annual allocations of funding and are responsible for selecting projects which advance regional transportation planning. The RRTPO has allocated and tracked RSTP funding since 1994.

For the first decade of these new programs, funds were effectively sub-allocated to the various jurisdictions and member agencies based on population. Ultimately, this approach was deemed inconsistent with federal regulations for RSTP funding in the early 2000s [see [23 CFR 450.326\(m\)](#)]. A project selection subcommittee was convened to develop new selection guidelines. In the end, the RRTPO decided to largely adopt the scoring and selection guidelines that Hampton Roads had been using since the early 1990s.

Since adoption of the guidelines in 2004, a few changes have been made to reflect changes to the SYIP/TIP process. The most significant changes have been moving from 3 years to 6 years of allocations and defining a baseline allocation for RideFinders. Overall, the approach to project scoring and selection has not changed over the past 16 years. The current guidelines can be found on the [RRTPO website here](#).

STAFF IDENTIFIED FOCUS AREAS

Staff has identified several key focus areas for the update to the project selection guidelines which were presented to TAC:

1. Updated Scoring Process: The project selection criteria was first developed by HRTPO staff in the early 1990s and is nearly 30 years old. In 2009, HRTPO began an update to their LRTP prioritization process, resulting in a more data-driven, objective scoring process for highway projects. This prioritization tool was subsequently adopted for RSTP project scoring and is being updated to cover transit and active transportation projects. As the RRTPO makes the move toward a data-driven, performance-based prioritization for the LRTP, staff proposes to update the RSTP/CMAQ scoring criteria to align with the new LRTP scoring.

2. Include Guidance for Transportation Alternatives (TA) Project Selection: In addition to CMAQ and RSTP funding, the RRTPO is also responsible for project selection for the TA program. The RRTPO has not adopted any guidance on project selection for this program. Staff proposes to include guidance for the TA program, creating regional funding guidelines that cover all MPO allocated funding sources.
3. New Guidance for Leveraging: The current program guidelines state that RSTP funds should be used for leveraging wherever possible. While the CMAQ guidelines do not express similar support, CMAQ funding has been used to leverage for Smart Scale applications previously. The mechanics on how leveraging should be achieved is not detailed. With the newly available Central Virginia Transportation Authority (CVTA) regional funding and the existing Smart Scale program, additional guidance for leveraging is needed.
4. Defining the Allocation Process: The general order of allocations is defined in the project selection guidelines. The details of the allocation process, such as target reserve balances, have not been formally adopted. Staff proposes to include the detailed allocation guidelines in the process to make the allocations process more transparent and predictable.
5. Improving Project Tracking and Delivery: Staff has reviewed the past decade of project selections. Projects selected for funding have overrun their initial estimates by an average of 35.6% between 2010 and 2019. Similarly, in the past two fiscal years, less than 48% of RSTP funds have been obligated as scheduled in the TIP. Staff proposes to explore opportunities to improve preliminary schedules and cost estimates and to enhance TPO project tracking capacity with the goal of improving on time and on budget delivery.

SUBCOMMITTEE MEMBERSHIP

The subcommittee was established, and membership decided at the June 9, 2020 Technical Advisory Committee (TAC) meeting. The following localities and agencies were appointed to the subcommittee:

Voting

Goochland County
Greater Richmond Transit Company (GRTC)
Hanover County
Henrico County
City of Richmond

Non-Voting

Virginia Department of Rail and Public Transportation (DRPT)
Virginia Department of Transportation (VDOT)

SCOPE OF WORK

Task 1 – Programs & Project Screening

- Program Overviews
- Screening and Eligibility Criteria
- Regional Project/Local Project Workflow

Task 2 – Project Scoring & Selection

- Scoring Criteria for RSTP/CMAQ Projects
- Alternative scoring for Studies and Programs
- TA Project Scoring
- Prioritization

Task 3 – Project Allocations & Funding

- Order of Allocations
- Leveraging
- Transfers
- Cost Overruns
- Reporting and Tracking

Task 4 – Adoption

- Draft Document Review
- Subcommittee Recommendation
- TAC Recommendation
- Public Review Period
- Policy Board Adoption

TENTATIVE SCHEDULE

<u>TOPIC</u>	<u>TARGET DATE</u>	<u>ACTION REQUESTED</u>
Introductory Meeting; Scope of Work	September 2020	Consensus
Program Overviews & Project Eligibility	October 2020	Consensus
Project Scoring & Selection	January 2021	Consensus
Project Allocations & Funding	February 2021	Consensus
Final Draft to Subcommittee	End of Feb 2021	N/A
Subcommittee Recommendation	March 2021	Yes
TAC Recommendation	April 2021	Yes
Public Review & Comment Period (15 Day)	April 2021	N/A
Policy Board Adoption	May 2021	Yes