

FY 2021

Staunton-Augusta-Waynesboro MPO

Work Program Annual Report

FY 2021

Submitted September 2021

The MPO approved its FY 2021 Unified Planning Work Program (UPWP) in June 2020. The MPO Work Program Progress Report provides a short summary of each activity for the year. In addition, this report concludes with status updates reflecting timelines for all ongoing program plans and projects.

Task 1.01	BUDGET	Billed	% Funds Expended	UPWP Page
Program Administration	\$57,000	\$44,314	78%	10

1.01 Program Administration

- Efficient office operation, accurate financial information, preparation of quarterly reports and other information in support of MPO activities, writing and administration of transportation-related grants; transportation planning services; and a well-trained and informed MPO staff, Policy Board, and TAC.
- Coordination between VDOT and DRPT staff, SAWMPO staff, TAC, and Policy Board through regular MPO meetings to share knowledge, strategize on long-term planning issues, review and amend plans and policies, and remain compliant with relevant federal and state regulations and guidelines.
- Support of the administrative activities of the SAWMPO including the Policy Board, TAC and other meetings, as well as attendance at those meetings.
- Coordinate planning for the joint MPO meeting with the Charlottesville-Albemarle MPO.
- Management of on-call consultants to provide technical support and project development for the SAWMPO and its member localities.
- Development of the FY 2022 UPWP and management of the FY 2021 UPWP.
- Process UPWP amendments as needed for the appropriate sections of funding (i.e. FHWA PL 112, FTA Section 5303, VDOT State match, DRPT State match, or any local matching funds).

Task 1.02	BUDGET	Billed	% Funds Expended	UPWP Page
Public Participation and Outreach	\$22,500	\$15,787	70%	12

1.02 Public Participation and Outreach

- Increased participation by community members in the development of the various SAWMPO transportation plans, with a particular focus on improving public participation by groups not previously involved in the transportation planning process.

- Environmental justice and Title VI compliance in all work plans and activities, including the identification of underserved communities.
- Maintain the SAWMPO.org website with timely information regarding the MPO’s ongoing activities, scheduled events and planning documents.
- Evaluation of the effectiveness of the PPP and Title VI Plan for engaging transportation disadvantaged communities in the decision-making process.

Task 2.01	BUDGET	Billed	% Funds Expended	UPWP Page
Long Range Planning	\$59,000	\$55,045	93%	13

2.01 Long Range Planning

- Complete a 2045 LRTP document update that identifies collaborative transportation planning goals for the Staunton-Augusta-Waynesboro region over a 25-year timeframe. The report will involve public and stakeholder outreach and involvement, examine regional data, evaluate transportation projects based on objective performance criteria, and project revenues.
- Prioritize future transportation projects in the LRTP by updating the fiscally constrained project list that prioritizes transportation investments based upon anticipated funding. This component, known as the Constrained Long Range Plan (CLRP), identifies top priority projects that can reasonably be expected to be constructed during the 25-year planning period.
- Organize and attend community outreach events to promote all modes of travel.
- Seek state and federal funds to further bicycle/pedestrian programs in the region (e.g., VDOT’s Safe Routes to School program, DCR’s Trails and Outdoors Fund grants, VDOT’s Transportation Alternatives Program, DMV’s Governor’s Highway Safety grants).
- Maintain and enhance the bicycle/pedestrian program web page on the SAWMPO website, and the Bike the Valley website for posting information and soliciting feedback.
- Participate in planning for the annual Staunton-Augusta-Waynesboro region Walk Bike Summit to facilitate efforts between key stakeholders to make the area more bicycle and pedestrian friendly.

Task 2.02	BUDGET	Billed	% Funds Expended	UPWP Page
Short Range Planning	\$74,000	\$37,717	51%	14

2.02 Short Range Planning

- Maintain the current SAWMPO TIP document, listing all highway, transit, and non-motorized projects with obligated federal funding for the published STIP, and complying with all federal and state regulations and guidance.
- Reviewed and processed highway, transit, and non-motorized TIP adjustments and amendments.
- The TIP will be posted on the SAWMPO website. The public and all other interested parties will be given an opportunity to review and comment on the proposed TIP as described under the SAWMPO’s PPP. The TIP will be accessible for public review electronically through the internet and at other locations specified in the PPP.
- Products completed under this task may also include analysis, reports, mapping, design documents for corridor/interchange/intersection studies. These studies are intended to advance projects in the MPO’s 2045 Long Range Transportation Plan.
- Evaluate site-specific needs identified during the 2045 LRTP update to determine a list of potential Small Area Studies for selection and scoping in FY21.
- Begin the Exit 235 and Route 256 Study in Weyers Cave to identify congestion and safety needs and improvements for completion in FY22.

Task 2.03	BUDGET	Billed	% Funds Expended	UPWP Page
Local, State, and Federal Agency Assistance	\$27,500	\$27,597	100.35%	15

2.03. Local, State, and Federal Agency Assistance

- Identify, write, or administer transportation-related grants for SAWMPO member localities, including the SMART SCALE, Transportation Alternatives/Safe Routes to School, and Highway Safety Improvement Program grants.
- Assist localities with updates to Comprehensive Plans or other planning documents related to transportation.
- Assist in the completion of any special transportation related study or project for any transportation mode for the SAWMPO localities as requested, including the I-64 Corridor Improvement Program.

- Specific planning work items as may be requested by FTA, FHWA, DRPT and VDOT including, but not limited to multi-modal planning, human services transportation planning, freight planning, and assistance with components of the statewide transportation plan.
- Attendance at state or federal agency or non-governmental organization sponsored training, workshops, seminars, and conferences relative to transportation planning.
- Updates and legislative reports will be provided to the Policy Board, TAC and other regional stakeholders and feedback regarding legislative activities will be returned to the appropriate agencies.
- Provide general transportation related planning services, projects, and activities (e.g., map production, data analysis, reports, etc.), as requested by SAWMPO localities or the SAWMPO Policy Board/TAC for all modes of travel.
- Draft or manage transportation-related grants for SAWMPO member localities for projects for all modes, as needed.

Task 2.04	BUDGET	Billed	% Funds Expended	UPWP Page
Transit Planning	\$43,924	%0	0%	16

2.04. Transit Planning

The \$43,924 in 5303 funding budgeted in FY21 is 50% match to a DRPT Technical Assistance Grant to fund the 2022 Transit Development Plan. BRITE Transit Staff covered the following activities with FTA urban and rural operating funds.

- Transit Development Plan monitoring.
- Prepare for the FY22 update of the BRITE Transit Development Plan.
- Transit plans for existing or potential new services throughout the SAWMPO region, especially the Afton Express service between the SAW region and Charlottesville.
- Transit system connectivity gap analysis and potential solutions to provide all populations with adequate access to essential services.
- Transit route planning: On-going route review, planning and analysis.
- Providing assistance with National Transit Database (NTD) Planning related to development of the annual NTD report.
- Assist with transit marketing activities, both for BRITE and Afton Express services.
- Coordinate human service planning for transit.
- Contract with a consultant to implement the first phase of the ITS plan for the BRITE transit system.

Task 3.0	BUDGET	Billed	% Funds Expended	UPWP Page
Contingency--Highway	\$60,268	\$0	0%	18