RURAL TRANSPORTATION PLANNING WORK PROGRAM
Fiscal Year (FY) 2027

Scope of Work
for the
Central Virginia Planning District Commission
(July 1, 2026 – June 30, 2027)



CVPDC
CENTRAL VIRGINIA PLANNING DISTRICT COMMISSION

VDOT
Virginia Department of Transportation

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Transportation Technical Committee (TTC) Recommendation
Approved May 14, 2026

CVPDC Policy Board Adoption
Adopted May 21, 2026
Administrative Adjustment: November 4, 2026

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CVPDC Resolution

CENTRAL VIRGINIA PLANNING DISTRICT COMMISSION

RESOLUTION APPROVING THE FISCAL YEAR 2027
RURAL TRANSPORTATION PLANNING WORK PROGRAM

WHEREAS, the staff of the Central Virginia Planning District Commission (CVPDC), in consultation and collaboration with locality staff and the Virginia Department of Transportation (VDOT), has prepared the annual Rural Transportation Planning Work Program for Fiscal Year 2027; and,

WHEREAS, the Rural Transportation Planning Work Program has been reviewed and recommended for approval by the Transportation Technical Committee; and,

WHEREAS, this Rural Transportation Planning Work Program is now before the Central Virginia Planning District Commission (CVPDC) for approval.

NOW, THEREFORE, BE IT RESOLVED that the Central Virginia Planning District Commission does hereby approve the Rural Transportation Planning Work Program for Fiscal Year 2027 and authorizes it to be submitted to the Virginia Department of Transportation.

ADOPTED this 21st day of May 2026 by the Central Virginia Planning District Commission.

ATTESTED BY:

Alexander W Brebner, *Secretary*
Central Virginia Planning District Commission

CERTIFIED BY:

Mayor Dwayne Tuggle, *Chair*
Central Virginia Planning District Commission

Serving Amherst, Appomattox, Bedford and Campbell Counties;
the Towns of Altavista, Amherst, Appomattox, Bedford and Brookneal; and the City of Lynchburg.

Introduction

Purpose and Objective

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 505 (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY-2027 each planning district commission / regional commission that includes rural areas will receive $58,000 from VDOT's Rural Transportation Planning Assistance Program. The corresponding planning district commission / regional commission will provide a local match of $14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds. The arrangement of all such funds involves the development of a scope of work, approval and other coordination in the Transportation & Mobility Planning Division's (TMPD) administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.

Rural Transportation Program

The CVPDC Rural Work Program scope of work includes specific activities requested by VDOT and/or the Federal Highway Administration. The scope of work also includes addressing other transportation planning activities or studies that support regional and local interest. Program eligibility for inclusion in the CVPDC rural work program are based upon 23 U.S.C. 307 (c), State Planning and Research. The CVPDC rural work program planning area is shown in the map below.

Fiscal Year 2027 Budget

Task	Description	SRP Funds (80%)	PDC (20%)	Total
Task 1.0	Program Administration	$14,400	$3,600	$18,000
Task 2.0	Planning & Techncial Assistance	$43,600	$10,900	$54,500
Total	**Rural Planning Program**	**$58,000**	**$14,500**	**$72,500**

Fiscal Year 2027 Activities by Task

1.0 PROGRAM ADMINISTRATION - $18,000

Purpose: The purpose of this program task is to provide oversight of regional transportation planning and programming efforts to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive and coordinated planning process.

Activity Description: The activity includes all program management and administrative responsibilities not directly attributable to specific program activities. The key required activities associated with this task include, but not limited to, the following:

- Administration of the work program and execution of scope of work activities.
- Preparation for and attendance for CVPDC policy and the CVPDC Transportation Technical Committee (TTC) meetings, to include preparation for presentations, coordination with VDOT and other transportation stakeholders in coordinating program planning, information, participation.
- Participate in VDOT, FHWA, and other transportation local, state, or federal parter meetings, trainings, workshops, and conferences, as necessary to support.
- Maintain Title VI and American with Disabilities Act (ADA) compliance, including participation in VDOT or FHWA trainings/meetings.
- Guide the completion of the FY2027 Work Program and prepare for the next year's fiscal work program.
- Enhance and maintain the transportation component of the CVPDC website.
- Completion and submission of necessary agreements, contracts, invoices, progress reports, correspondence with state and federal partners.

Deliverable Products: The primary result of this task is a well-functioning transportation program. Completion products include:

- Preparation and document confirmation, through agendas, notices, minutes and other attendance confirmation, of CVPDC and TTC program activities and other staff attended meetings and programs.
- Preparation of the next fiscal year Rural Work Program and any amendments or revisions to the existing work program and other staff attended meetings.

- Maintenance of the CVPDC transportation website to reflect current documentation, as required by VDOT and FHWA, and that reflects CVPDC regional priorities.
- Submittal of required quarterly financial and work program progress reports.

Program Administration Budget

SPR Funds (80%)	$14,400
PDC Funds (20%)	$ 3,600
Total Budget Expenditure for Program Administration	$18,000

2.0 PLANNING & LOCAL TECHNICAL ASSISTANCE - $ 54,500

Purpose: Address regionalized transportation issues that are identified through coordination with local, state and federal transportation stakeholders, including but not limited to CVPDC Transportation Technical Committee (TTC), VDOT, FHWA, and FTA.

Activity Description: The following highlights the planning and technical assistance initiatives that the CVPDC anticipates executing in FY2027. All activities undertaken within this task, including both short-term and long-term activities, are executed to advance transportation planning programs and projects that support the CVPDC region rural areas and serve as the foundation development of the Rural Long Range Transportation Plan.

Task 2.1 - Short Range Planning & Technical Assistance:
This task provides for assistance to localities, VDOT, and USDOT on transportation-related activities on an individual locality project-specific or regional basis as needed. This task includes, but is not limited to, the following planning services:

- Complete any outstanding items from the FY 2023 Scope of Work.
- Participate in VTrans webinars regarding needs consolidation, recommendations and SMART SCALE Regional Meetings.
- Participate in meetings and training with VDOT staff regarding Title VI and Environmental Justice.
- Participate in outreach meetings and review data as requested by VDOT throughout the fiscal year pertaining to VTrans and other appropriate efforts as requested.
- Coordinate with VDOT, FHWA and stakeholders in meeting and reporting performance measure goals.
- Coordinate with local stakeholders, VDOT, and localities to assist in the development of Project Pipeline, STARS, and other VDOT planning studies as requested; activity to include recommendation development and public involvement support.
- Development, as requested, comment and review of the transportation chapter of Comprehensive Plans.
- Assist, as requested, with designated growth area (DGA) designation actions, to include actions associated with comprehensive plan update, VDOT approval, and locality amendment actions.

- Assist with transportation planning grants including SMART SCALE, Highway Safety Improvement Program (HSIP), Revenue Sharing and Federal Program grants (e.g. Safe Streets and Roads for All) as requested by program partners. This task includes any research and plan development necessary to support grant application efforts.
- Compile and develop GIS layers/attribute data and participate in GIS training and VDOT-led GIS and regional data meetings.
- Provide transportation technical input and resources to the CVPDC's localities outside of the MPO area to improve the overall effectiveness and efficiency of the transportation network.
- Execute the VDOT Park and Ride Lot Count and Condition Assessment to conduct manual usage counts and condition assessment at rural Park and Ride lots using VDOT's manual count methodology, data collection forms, and participate in all program trainings.
- Provide Active Transportation Facilities Tracking data to document active transportation facilities and/or accommodations developed in the CVPDC rural study area for inclusion in the VDOT statewide facilities inventory.
- Provide planned active transportation projects tracking by documenting planned facilities that are funded for construction beyond FY2026, to include local Capital Improvement Projects (CIP) that do not have a Universal Project Code (UPC) in the VDOT SYIP.
- Assist, as requested, with multimodal education, outreach, and event development and execution (e.g. Bike Month).
- Provide the provision to join and participate in National Association of Development Organization (NADO), Virginia Association of Planning Districts (VAPDC), and similar organizations meetings, trainings, or conferences, that directly assist in developing or supporting CVPDC rural area transportation planning goals.
- Participate in VDOT's Bicycle and Pedestrian Advisory Committee meetings, and other VDOT or other stakeholder meetings/programs to advance multimodal transportation planning, programming and projects.

Deliverable Products: Specific technical assistance products requested by member localities, VDOT and other stakeholders, all activities of which will be reported in quarterly and yearend reports includes, submission of applications, participation in meetings, trainings, webinars, submission of Park & Ride report, submission of CVPDC-area Active Transportation Facilities Tracking data, participation in STARS, Project Pipeline, and other area transportation program meetings.

Task 2.2 – Long Range Planning & Technical Assistance:
This task allows for CVPDC staff and/or consultants to coordinate with localities and VDOT in advancing the development of the Rural Long Range Transportation Plan, a document that will articulate the rural area vision, goals, and projects to support long-term transportation planning, programs, and projects that meet the unique needs of the rural areas of the CVPDC planning region.

- Evaluation and review of rural transportation traffic data and patterns, such as significant traffic generators, site plans, elderly and handicapped needs, and para-transit needs.
- Compile all available current and future land use GIS layers/attribute data from local comprehensive plans within the Planning District boundaries. Utilize the GIS tool provided by VDOT-TMPD, or similar tool, to geo-reference local transportation plan recommendations. VDOT-

TMPD will provide technical assistance, as needed, to accomplish this task. The information gathered will be used to update existing land use data within the Statewide Planning System and augment data for the Statewide Travel Demand Model currently under development.

- Support in identification and evaluation of key freight generators and contact identification to aid with updating the VDOT Freight Generators inventory for SMART SCALE support and local planning.
- Support local, VDOT, DCR, and Virginia Office of Trails in developing region-wide evaluation of current and future connection corridors.
- Maintain crash analysis data and tracking of identified High Injury Network, and high-priority corridors, as identified by VDOT and within the Central Virginia Safety Action Plan, to inform rural transportation safety projects.
- Support identification of Travel Demand Management (TDM) tools and strategies, including coordination with Central Virginia Commuter Services (CVCS) and to accommodate evaluation of future park and ride lots and opportunities for ridesharing, carpools, and rural transit service needs.
- Ensure coordination and evaluation of the 2026 Coordinated Human Services Mobility (CHSM) Plan, to include FTA Section 5310 programs, to advance transportation access needs and planning.
- Execute, as needed, public surveys and public input and engagement, to develop and track rural transportation needs, vision, goals and project implementation.

Deliverable Products: This task will result in the foundation for the completion of the Central Virginia Planning District Commission Rural Long Range Transportation Plan update, a document that will be reviewed and approved by VDOT and adopted by the CVPDC by the end of the FY2027 fiscal year.

Planning & Local Technical Assistance Budget

SPR Funds (80%)	$43,600
PDC Funds (20%)	$10,900
Total Budget for Planning & Technical Assistance	$54,500