

UNIFIED PLANNING WORK PROGRAM
(UPWP)

Fiscal Year (FY) 2024 - 2025



CVTPO

Central Virginia Transportation
Planning Organization
(CVTPO)

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Transportation Technical Committee (TTC) Recommendation
April 11, 2024

CVTPO Policy Board Adoption
April 16, 2024

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**RESOLUTION APPROVING THE FISCAL YEAR 2025
UNIFIED PLANNING WORK PROGRAM (UPWP)**

WHEREAS, the staff of the Central Virginia Transportation Planning Organization (CVTPO) has prepared the annual Unified Planning Work Program (UPWP) for Fiscal Year 2025; and


WHEREAS, the UPWP has been reviewed and recommended for approval by the Transportation Technical Committee; and

WHEREAS, this UPWP is now before the CVTPO for approval.

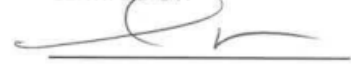
NOW, THEREFORE, BE IT RESOLVED THAT that the Central Virginia Transportation Planning Organization does hereby approve the UPWP for Fiscal Year 2025 and authorizes it to be submitted to the Virginia Department of Transportation, the Federal Highway Administration, the Virginia Department of Rail and Public Transportation, and the Federal Transit Administration.

Upon motion by Member Wynter Benda, duly seconded by Member Jeremy Bryant, adopted this 18th day of April, 2024.

ATTESTED BY:


Alexander W. Brebner, Secretary
Central Virginia Transportation
Planning Organization

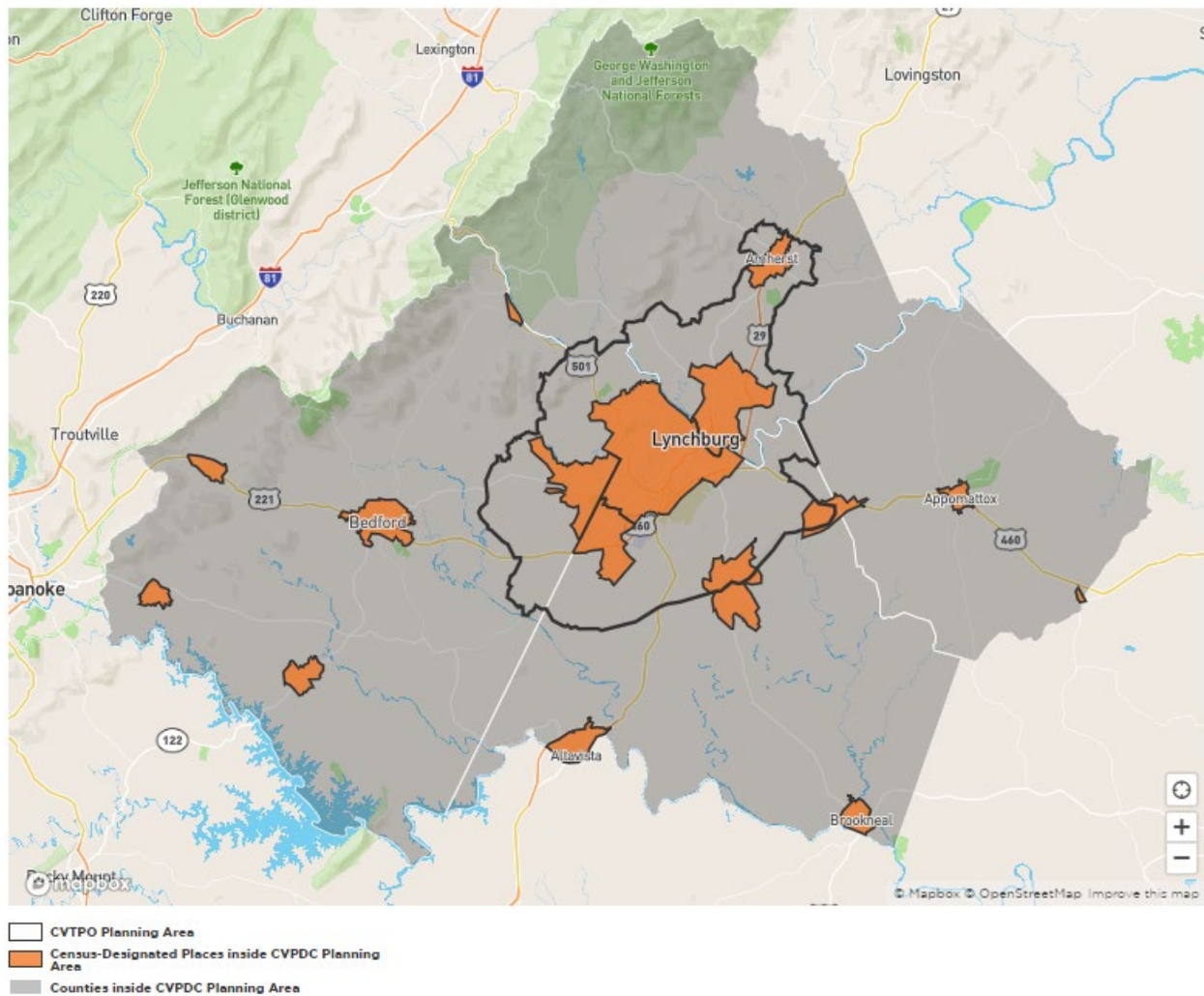
CERTIFIED BY:


Frank Rogers, Chair
Central Virginia Transportation
Planning Organization

INTRODUCTION

The Central Virginia Transportation Planning Organization (CVTPO) is the federally mandated Metropolitan Planning Organization (MPO) for the Central Virginia urbanized area. The CVTPO urbanized area encompasses the City of Lynchburg, the Town of Amherst, and portions of Amherst, Bedford, and Campbell Counties. This area also includes sections likely to become urbanized in the foreseeable future. The map below shows the boundary of the CVTPO planning area.

CVTPO Boundaries and Communities



The CVTPO is responsible for creating and maintaining a forum for a cooperative, continuing, and comprehensive regional planning process (3-C). The CVTPO Policy Board is the key decision-making board consisting of the following members from each locality and transportation partners within the CVTPO planning area:

- an elected official
- an appointed official
- a representative of the Virginia Secretary of Transportation
- a representative from the Greater Lynchburg Transit Company (GLTC)
- others who may be designated in accordance with the bylaws.

The CVTPO considers long-range regional projects and combines public input, technical data, and agency collaboration to develop innovative improvements for the region's transportation network. Additionally, the CVTPO coordinates with several transportation-related agencies and consultants on projects that directly and indirectly impact the transportation network.

The planning process is carried out through coordination between the Technical Transportation Committee (TTC) and CVTPO Policy Board. Representatives of CVTPO appoint the members of TTC from their respective localities, who are individuals at staff levels from local and state agencies with technical knowledge of multi-modal transportation matters. They may include representation from each of the following jurisdictions, agencies, and organizations. As warranted, the TTC may include representatives from interest groups and local citizens.

- City of Lynchburg Planning and Engineering Divisions
- Amherst County Community Development Division
- Appomattox County Community Development Division
- Bedford County Community Development Division
- Campbell County Community Development Division
- Town of Altavista Planning or Administration Department
- Town of Amherst Planning or Administration Department
- Town of Appomattox Planning or Administration Department
- Town of Bedford Planning or Administration Department
- Town of Brookneal Planning or Administration Department
- Up to one citizen with technical knowledge from each of the member jurisdictions
- Lynchburg District Virginia Department of Transportation (VDOT)
- Salem District VDOT
- Virginia Department of Rail and Public Transit (DRPT)
- Greater Lynchburg Transit Company (GLTC)
- Lynchburg Regional Airport
- Liberty University

Title VI Plan

This plan provides an overview of Environmental Justice and Limited English Proficiency (LEP) concepts, definitions of Title VI and associated nondiscrimination acts, and how Title VI,

Environmental Justice, and LEP are incorporated into the metropolitan transportation planning process.

The CVTPO ensures nondiscrimination and equal employment in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. If you have questions or concerns about your civil rights regarding any project or special assistance for persons with disabilities or limited English proficiency, please contact Mariel Fowler, CVTPO Title VI Coordinator, at (434) 845-3491 or at mariel.fowler@cvpdc.org. Sign language or non-English language interpreters will be provided if needed and requested in advance.

Public Participation Plan

This plan contains the guidelines for outreach strategies used by the CVTPO. Federal regulation requires that designated MPOs establish and utilize a documented participation plan by which public stakeholders and interested parties are provided reasonable opportunities to be engaged and involved and provide comments on transportation planning programs and projects in the urbanized area.

The Title IV Plan, a CVPDC and CVTPO guiding document, and the Public Participation Plan, a CVTPO document that outlines the process and procedure guiding public outreach, can be found on the CVTPO website at <https://www.cvtpo.org/title-vi>.

PURPOSE

To meet the requirements of 23 Code of Federal Regulations (CFR) Part 420 and 23 CFR Part 450.308(c), each CVTPO, in cooperation with the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT), the Greater Lynchburg Transit Company (GLTC), membership localities, and public stakeholders shall develop the Unified Work Program that incorporates the planning priorities of the region. This UPWP describes regional transportation planning activities that will, or are anticipated to, utilize federal funding within the CVTPO planning area for the fiscal year 2025 (July 1, 2024 – June 30, 2025). The UPWP also identifies state and local matching dollars for these Federal planning programs.

The UPWP provides a mechanism for coordinating these activities in the region and is required for all federal funding assistance for transportation planning by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). This UPWP is published yearly and outlines the planning activities and the funding required to undertake these annual efforts. Funding is provided by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT) and CVTPO local funds.

In addition to the FHWA and the FTA, the transportation planning regulations of the FAST Act (Fixing America's Surface Transportation) and MAP-21 (Moving Ahead for Progress in the 21st Century), upheld in the current Transportation Authorization Act, Infrastructure Investment and Jobs Act (IIJA), dictate that the CVTPO's primary activities shall include the development and

maintenance of a Long-Range Transportation Plan (LRTP) and a Transportation Improvement Program (TIP).

Beyond these requirements, the CVPDC/CVTPO is dedicated to enhancing our region's transportation network through equitable development, advancing opportunities for all people. Throughout the development of Connect Central Virginia 2045, the region's LRTP, the CVTPO actively sought feedback from various stakeholders, including transportation planning partners and members of the public. Through this process, five (5) key areas were identified as the region's planning priorities in the CVTPO. The UPWP tasks and deliverables strive to guide these areas towards future needs assessments, studies, implementation, and advocacy.

Planning Priorities

Safety. Safety is a vital concern for the region's transportation system. During the development of the Connect Central Virginia 2045 Plan, stakeholders throughout the community indicated that their ability to move safely is of paramount concern. The planning process should prioritize safe and equitable access to destinations for all users, including pedestrians, bicyclists, transit riders, motorists, freight delivery services, and those from underserved and disadvantaged communities.

Pedestrian and Bicycle Infrastructure. While the region has an extensive roadway network, bike and pedestrian facilities are relatively limited. Bike and pedestrian infrastructure are crucial for increasing mobility and vitality in the CVTPO planning area. The planning process should integrate opportunities to address housing needs, as they affect people's ability to access jobs and services. The CVTPO can coordinate with local governments and housing agencies to promote compact, walkable, and bikeable developments that may reduce reliance on single-occupancy vehicles.

Roadways & Bridges. With four counties, six towns, and an independent city, the CVPDC planning area has an extensive network of 5,077 miles of roads, with 31% lying within the Metropolitan Planning Area (MPA). The CVTPO's focus is on regionally significant roadways, as recognized by the Virginia Department of Transportation (VDOT). The planning process should incorporate Complete Streets policies and best practices to protect vulnerable user groups, improve connectivity, and conserve capacity while considering the impact of transportation investments on housing affordability, accessibility, and diversity.

Transit. Transit is key to workforce accessibility, including service sectors that are major employers (e.g., health care). Transit facilitates efficient land use by creating greater compatibility between the multimodal transportation infrastructure and its surrounding environment. Multimodal corridor studies should examine transit-oriented development, traffic calming, transit services and facilities, and bicycle and pedestrian access. The planning process should consider the impact of housing on transportation demand management, which can help reduce congestion, improve air quality, and increase access to jobs and services. Equally important, public transportation systems must be designed and maintained to accommodate the needs of all riders, including those with disabilities or limited mobility.

Freight. The efficient movement of goods within and through the region is vital to the region's economy. Freight within the CVTPO area is predominantly carried out by trucks and trains. The infrastructure that serves those modes is a primary concern for the well-being of the region's economy. The planning process should prioritize safe and efficient access to their destinations, reducing congestion and emissions in the process.

Air Quality and Congestion Management

The CVTPO strives to uphold the region's air quality standard compliance. The CVTPO addresses air quality and congestion management efforts by promoting the use of alternative modes of transportation, such as biking, walking, and public transit, as well as incentivizing rideshare programs, which aim to reduce the number of single-occupancy vehicles on the roads. Another approach is to collaborate with localities and environmental groups to advocate for the development of plans and strategies that include sustainable transportation solutions and green infrastructure. Taking into account the localities' unique needs, these can involve promoting land use and patterns that support a mix of transportation options and identifying opportunities for creating charging infrastructure that promotes the use of electric and hybrid vehicles.

As the region's population increases, the number of trips will also go up. The CVTPO will work with local governments, stakeholders, and agencies to encourage consideration of implementing smart transportation technologies into their projects. These have the potential to greatly enhance the efficiency and safety of our transportation system. Intelligent transportation and traffic management systems, as well as real-time traveler information, can help streamline traffic flow, reduce travel times, and enhance safety features. They can help minimize congestion and improve air quality. By encouraging the adoption of sustainable transportation solutions, the CVTPO strives for a greener, healthier, and more connected region for all.

SECTION I - FHWA, VDOT, CVTPO FUNDED ACTIVITIES

1.00 ADMINISTRATION

1.01 General Administration & Operations

Description

CVTPO staff will execute program activities that ensure proper management and operation of the continuing, comprehensive, and coordinated (3-C) planning process in the implementation of the Fiscal Year (FY) 2024 - 2025 Unified Planning Work Program (UPWP). This task includes the execution of all required administrative functions, including accounting, personnel, contract, and office administration. The task provides for staff support to activities of the Central Virginia Transportation Planning Organization (CVTPO) through the preparation of agendas, attendance, and scheduling meetings, quarterly reports, billings minutes, and other duties, as needed, for the CVTPO board and subcommittees. These activities are geared towards facilitating the seamless functioning of office operations and providing precise financial information.

Additionally, this task includes ongoing staff training that supports the transportation program planning services, such as attendance at American Planning Association (APA) and Virginia Chapter of the American Planning Association (APA VA) conferences, geographic information system (GIS) conferences, bicycle and pedestrian seminars, and other opportunities as identified. Also included is funding for membership in the Virginia Association of Metropolitan Planning Organizations (VAMPO). These staff training and development opportunities help to maintain a knowledgeable and capable staff.

Products

- A year-end work summary report.

Estimated Budget: \$50,000

Completion Date: June 30, 2025

Lead: CVPDC Staff

Support: VDOT, DRPT, FHWA and FTA program staff liaisons

1.02 Work Program Administration

Description

This task provides for the management of the UPWP and monitoring progress on identified activities. During this fiscal year, if an amendment to the UPWP is deemed necessary due to changes in planning priorities and/or the inclusion of new planning projects, staff will identify and detail such amendments for consideration by the CVTPO Policy Board.

This task also provides for the development of a UPWP for the next fiscal year. The document will consider and, where possible, incorporate suggestions from federal funding agencies, state transportation agencies, transit operating agencies, and local governments participating in the CVTPO. The approved UPWP will be distributed to the Policy Board and made available to the public on the CVTPO website (cvtpo.org).

Products

- Maintenance/Amendments to the FY 2025 UPWP (as needed).
- Monitoring of FY2025 UPWP budget and progress on activities
- UPWP for FY 2026.

Estimated Budget: \$12,000

Completion Date: June 30, 2025

Lead: CVPDC Staff

2.0 LONG RANGE TRANSPORTATION PLANNING

2.01 Long-Range Transportation Plan Update (Horizon Year 2050)

Description

This development effort is to begin updating the existing Long Range Transportation Plan (Connect Central Virginia 2045) to the new horizon year 2050. Staff will select a consultant to collaborate with this effort. The update will include developing goals, objectives, improvements, strategies, performance measures, and prioritization efforts. VDOT has started developing the transportation demand forecasting model for this area to serve as the base layer.

The Connect Central Virginia 2050 plan will be prepared to follow the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) planning requirements and the performance measures and management provisions of Moving Ahead for Progress in the 21st Century (MAP-21), upheld in the current transportation authorization

act, Infrastructure Investment and Jobs Act (IIJA), and 23 CFR 450.322. This task also includes researching, selecting, purchasing, and maintaining a web-based approach or other suitable data technology for publishing and distributing the final plan. Development of the preliminary scope of work and activities will occur in FY25. Plan completion and adoption are anticipated in FY26.

Products

- Consultant contract, including scope and completion timeline.
- Managing the review process through coordination with localities, VDOT, and consultants as required.
- A project public engagement plan, that will include web-based or technology (TBD) approach, meetings, and print material format, to ensure a broad, transparent, and equitable public outreach process in used through the LRTP development and adoption process.
- Any other final products as determined by the MPO.

Budget: \$200,000

Completion Date: Ongoing through June 30, 2026

Lead: CVPDC Staff

Support: Technical/Planning support from consultants as needed

2.02 Transportation Improvement Program

Description

Maintaining the Central Virginia Transportation Improvement Program (TIP), preparing TIP amendments and administrative adjustments, and intergovernmental review of transportation projects. This activity includes training and integrating any new program reporting/documentation factors.

Products

- Maintenance of current TIP.
- TIP administrative adjustments and amendments (as needed).
- Intergovernmental review of transportation projects (as needed).

Budget: \$6,000

Completion Date: June 30, 2025

Lead: CVPDC Staff

3.0 TECHNICAL ASSISTANCE

3.01 General Technical Assistance (Development and Comprehensive Planning)

Description

CVPDC staff will assist localities and other area program partners on transportation-related activities on an individual or CVTPO basis to advance local transportation-related programs and projects of regional significance as identified in the Connect Central Virginia 2045 Plan. This task includes but is not limited to providing transportation technical input to the CVTPO's localities transportation network planning and implementation initiatives; promoting integration of the land use and transportation planning processes in local, regional, and state initiatives; assisting with comprehensive plan updates to ensure transportation, land use, and other elements are consistent with the statewide transportation plan requirements; provide transportation planning guidance in local neighborhood planning efforts; and assist with other planning or implementation and duties as requested by VDOT, FHWA, and the CVTPO.

This task includes the development, advancement, and management of Geographic Information System (GIS) information software, enhancement and maintenance of the CVTPO website, and the transportation component of the Central Virginia Planning District Commission's website, as well as system software evaluation and system costs.

This task provides staff support to member jurisdictions and, with VDOT and CVTPO approval, other transportation stakeholders for transportation-related grant development services, including writing, GIS mapping, and other data-related activities and services as needed.

This task provides staff flexibility to assist with short projects, program adjustments, and other support needs.

Products

- Develop and submit transportation-related grant applications as needed.
- Update the CVTPO website and transportation component of the CVPDC website to include the annual work program, Long Range Transportation Plan, Transportation Improvement Program, project data, transportation studies, meeting information, public participation plan, and related information in compliance with federal regulations.
- Locality assistance in developing transportation priorities for the CVTPO and region.
- GIS data maintenance, analysis, and map development for transportation planning activities and grants.
- Assistance on comprehensive plan transportation elements.
- Assistance on other transportation-related matters.

- Provide leadership or support, as appropriate, to regional transportation, multimodal, land use, and connectivity initiatives, such as the regional Comprehensive Economic Development Strategy (CEDS) update and the Lynchburg Regional Business Alliance (LRBA) Transportation Group (LRTAG). As requested, the TPO staff may support other initiatives, including placemaking, transit and transportation demand, intercity passenger rail, air service development, and cargo-oriented development initiatives.

Budget: \$60,000

Completion Date: June 30, 2025

Lead: CVPDC Staff

Support: Technical/Planning support from consultants as needed

3.02 Central Virginia Multimodal Transportation Planning

Description

CVTPO staff will assist localities and area program partners in support of pedestrian, bicycle, and other active transportation planning, project integration, and implementation initiatives. The program tasks include but are not limited to providing technical input and resources to assist in facility evaluation; development, or evaluation, of prioritization strategy or tools to facilitate pedestrian and bicycle facility integration; identification for project inclusion within the Long Range Transportation Plan, TIP, or SYIP; coordination and administration oversight of federal (e.g. Safe Streets and Roads for All), state, or foundation grants where the grant focus is Complete Streets, Vision Zero, or other multimodal policy, evaluation, or implementation initiatives; and assist, as requested, local, regional, and state partners in advancing multimodal planning, evaluation and implementation programs, policy, and projects.

This project task provides for CVTPO staff, as necessary, to update and contribute dedicated bike, pedestrian, and transit activity content to the CVTPO/CVPDC website and social media channels. It also supports managing pedestrian and bicycle use data collection initiatives to facilitate and inform multimodal planning and implementation decisions.

CVTPO staff will assist in active transportation grants, including planning, facility development, and implementation. Grants such as VDOT's Transportation Alternatives Program (TAP), Department of Conservation and Recreation (DCR) Recreational Trails, FHWA Highway Safety Improvements Program (HSIP), USDOT Safe Streets and Roads for All (SS4A), and private or public foundation programs – where creating an alternative transportation corridor/facility is the activity focus – represent eligible staff grant

assistance activity examples. This effort will also provide for CVTPO staff to coordinate with GLTC and Lynchburg City staff with a land use, transit-oriented redevelopment planning process along 12th Street, Church Street to Kemper, and Kemper, 12th Street to Kemper Street Station. Staff will assist in grant administration and program guidance of the USDOT Thriving Communities Program award.

Included in this program task is the provision for staff participation in initiatives to advance pedestrian and bicycle safety, awareness, and use promotion. Included within this activity is participation in the Association of Pedestrian and Bicycle Professionals (APBP), League of American Bicyclists, Pedestrian and Bicycle Information Center (PBIC), and other webinar series – to serve as a learning and information tool for local planners, locality staff, and the public.

This task also involves researching and evaluating opportunities to create pedestrian-friendly, safe, and community-driven multimodal corridors (e.g., tactical urbanism) within local and VDOT-maintained right-of-way.

Finally, this task provides for the current trail, sidewalks, parks, and river access data collection and locality stakeholder communication for the first phase of an update to the Region 2000 Greenways, Blueways, and Trails Plan, last updated in 2012.

Products

- User-friendly and maintained multimodal and active transportation component of the CVTPO/CVPDC website and social media channels.
- Support and increase application development and submittal of pedestrian, bicycle, transit, and other multi-modal transportation applications.
- Better pedestrian, bicycle, transit, and multimodal integration within land use, transportation, housing, and community development programs, planning, and implementation initiatives.
- Grant administration and guidance to multimodal and safe streets, complete streets grant and program initiatives.
- Summary of participation activities, results, and liaison activities presented to TTC, CVTPO, and other area agencies, organizations, and stakeholders.
- Webinar and other public engagement efforts will result in more informed and engaged stakeholders. This can help support and expand bike, pedestrian, and other multimodal planning and facility development initiatives.

Budget: \$40,000

Completion Date: June 30, 2025

Lead: CVPDC Staff

Support: Technical/Planning support from consultants as needed

3.03 Consultant Support

Description

Consultant support may be needed to execute studies or project costs estimates to advance projects, as approved by the Policy Board. Studies or project support may, depending on the scope, be conducted by a firm under the PDC/TPO on-call firm, or through an individually executed scoping/bidding process. Staff may contract multiple consultants to optimize funding or utilize specific expertise. Consultant agreements will include provisions for products to be presented for the project.

Product

Summary and documentation of study or project support, if any.

Budget: \$5,000

Completion Date: June 30, 2025

Lead: CVPDC Staff

3.04 Staff Coordination for Consultant Support Projects

Description

CVTPO staff will assist project consultant(s) in project execution of VDOT, FHWA, USDOT funded projects, including participation in project management meetings, oversight of public outreach and involvement activities, including surveys, website updates, and public meeting planning, documentation, and marketing; coordination with funding agencies to ensure proper documentation; and assistance in final product dissemination to project partners and stakeholders. Projects for staff support include the Long Range Transportation Plan (LRTP) Update, the USDOT Safe Streets for All Planning Grant to develop the Comprehensive Safety Action Plan, and the USDOT Thriving Communities Program, which incorporates all of the CVTPO planning area.

Product

Summary and documentation of all staff activity in support of consultant-funded projects.

Budget: \$36,000

Completion Date: June 30, 2025

Lead: CVPDC Staff

3.05 Diversity, Inclusion, and Environmental Justice

Description

Ongoing public consultation and public participation to guide transportation planning. Our planning process should be inclusive and work to allocate benefits fairly to concentrations of poverty, minorities, disability, limited English proficiency, or any other federally protected groups. Included will be the execution of the Four Factor Analysis, an evaluation methodology as outlined in the *CVPDC Title VI Implementation Plan*, that evaluates the need for program translation, interpretation, or other targeted outreach process, and the utilization of a USDOT Environmental Justice Screening and Mapping Tool (e.g., EJScreen) to evaluate and guide project public outreach and communication strategies. The Environmental Justice evaluations will also be used in all grant and program evaluations, per the *CVPDC Title VI Implementation Plan* and the *CVTPO Public Participation Plan*.

To ensure compliance and enhancement of Environmental Justice and Title VI regulations, the CVTPO will report, as required, to VDOT's Civil Rights Division regarding the CVTPO's activities and practices.

Products

- Updated CVPTO website.
- Documentation of utilization of the *CVTPO Public Participation Plan* and *CVPDC Title VI Implementation Plan* project evaluation, including confirmation of environmental justice mapping evaluation and Four-Factor Analysis evaluation on all programs and projects.
- Activities to include documented Environmental Justice and Title VI response to VDOT's Civil Rights Division, as requested.

Budget: \$7,000

Completion Date: June 30, 2025

Lead: CVPDC Staff

Section I – FY2026 Rollover

The CVPDC will directly rollover a portion of the FY2025 funds for the execution of future program and project priority initiatives that will be developed as a result of the CVTPO Multimodal, Comprehensive Safety Action Plan, and Long-Range Transportation Plan (LRTP) – Horizon 2050 initiatives.

Budget: \$82,833

Completion Date: June 30, 2026

SECTION II – FTA, VDRPT, CVTPO FUNDED ACTIVITIES

4.01 Program Support and Administration

Description

CVTPO Staff will participate in program management and operation of continuing, comprehensive, and coordinated (3-C) planning process activities. The primary task objectives are to implement the FY 2025 UPWP throughout the fiscal year; execute all required administrative functions, including all accounting, personnel, contract, and office administration; and to support the activities of the CVTPO through the preparation of agendas, attendance, and scheduling meetings, reports, minutes, and other duties, as needed, for the CVTPO board and subcommittees. This task provides an amendment to the current UPWP and prepares for the following year's UPWP. Additionally, this task includes staff participation in GLTC Board meetings, GLTC committee meetings, and additional community stakeholder meetings (e.g., Centra Health Community Health Initiative) where coordination advances identified safety, equity, community, or multimodal transportation initiatives that support transit access.

Product

- Efficient office operation
- Accurate financial information
- Preparation of quarterly reports and billing, and the various direct and indirect supporting roles to the CVTPO
- Amendments to and preparation of future UPWP.

Budget: \$44,000

Completion Date: June 30, 2025

Lead: CVPDC Staff

4.02 General Development and Comprehensive Planning

Description

This item provides ongoing transportation planning support services for GLTC and the CVTPO. The CVTPO will provide data gathering and analysis resources as requested and will be available to assist any regional transit agency in their planning efforts. The items in this section are geared toward increasing the safety, security, and accessibility of the transportation system to motorized and non-motorized users and improve the integration and connectivity of the transportation network. Finally, project activities are developed to support GLTC efficient system operation and management.

Included within this program task is continued support to the comprehensive multimodal plan within the City of Lynchburg. This project element will be executed through a consultant-led effort and supported by CVTPO staff. The project will be a data and stakeholder-driven planning process to improve and expand an interconnected transportation network providing safe access by all users – transit, pedestrian, bicycle, vehicular – to City resources. The multimodal plan will include programs, policy and partner recommendations to support a robust multimodal network.

Tasks

1. Maintain a current database of GLTC stops and routes.
2. Support implementation of GLTC's Transit Strategic Plan (FY2019-2028). Initiatives include assisting GLTC with any examinations of existing transit services, reviewing funding sources, and assisting in public stakeholder engagement and other activities, as needed, that contribute to the implementation of the GLTC Strategic Plan and articulated program goals. This action may include transit route analysis for modified or expanded transit services and changes in the route schedule.
3. Continued CVTPO staff assistance and guidance to the comprehensive multimodal plan to evaluate existing resources (GIS layers), consider socio-economic, demographic, and socio-economic factors, bike and pedestrian first and last mile connectivity, route, and primary destination factors. This action will provide the data and supporting program funding foundation to guide short- and long-term infrastructure, program, and service efficiency actions. This action includes assistance, as needed, in additional grants, policy, programming, or implementation projects that are identified or arise as a project of the multimodal planning effort. This action will result in a planning document to facilitate future actions and directly support the GLTC Transit Strategic Plan (FY2019 – 2028). This activity includes stakeholder meeting coordination and public outreach program execution in coordination with the project consultant.
4. Support ADA (Americans with Disabilities Act) Bus Stop accessibility improvements, with a focus on the most heavily use stops. CVTPO staff will work closely with program stakeholders and data evaluation (e.g., bus stop boarding/alighting) to guide system improvements.
5. Assist GLTC in ridership origin and destination analysis utilizing StreetLight data. This effort will serve to assist GLTC in learning where their passengers start and end destinations; the evaluation of sidewalk, bike, and other modal access improvement decisions; provide an understanding of those areas outside of the route/stop areas where service needs that could be improved with route adjustments; and provide planning information for future service route considerations and route adjustments. CVTPO staff, in coordination with GLTC staff and stakeholders, will assist in pulling,

- evaluating, and presenting information in a report format.
6. As requested, assist GLTC in developing rider surveys to help with routes and new technology existing riders use. This effort includes coordinating with the CVPDC Commuter Assistance Program (CAP) to evaluate the effectiveness of route and system marketing campaigns through surveys and stakeholder communication.
 7. General Transit Planning: CVPDC staff will, as needed, incorporate transit components into other agency and Work Program studies and plans and support urban transit service planning and any rural area or other agency, including park and ride or other commuter assistance program activities.
 8. This effort will provide for CVTPO staff to coordinate with GLTC and Lynchburg City staff with a land use, transit-oriented redevelopment planning process along 12th Street, Church Street to Kemper, and Kemper, 12th Street to Kemper Street Station. This foundational transit-oriented development plan will consider reusing this essential GLTC transit route corridor. Staff will assist in grant administration and program guidance of the USDOT Thriving Communities Program award.

Products

- A current database of GLTC stops will be sent to the City of Lynchburg's GIS department at least yearly.
- An up-to-date bus stop database will be maintained by CVTPO staff.
- A multi-modal connectivity network document that will identify short-term and long-term first and last-mile recommendations, including ADA accessibility stop improvements. Efforts may include programmatic recommendations to improve rider experience and choice rider promotion efforts.
- Execution of data analysis, surveys, applications, and planning reports for GLTC as requested.

Budget: \$244,983

- \$150,000 Consultant
- \$94,983 staff

Completion Date: Ongoing through December 30, 2025

Lead: CVPDC Staff

4.03 Long Range Transportation Plan Update

Description

The CVTPO will begin the CVLRTP Year 2050 update process. Integral to the LRTP update will be integration of identified GLTC program and project priorities to advance multimodal network improvements that support safe and efficient system access and new technology utilization to advance efficient system improvements. This section also includes execution of any adjustments of the CVLRTP - Year 2045 updates as requested.

Products

- Provide public assistance and information and prepare for any necessary updates of the CVLRTP 2045 and provides foundation for CVLRTP 2050 update.

Budget: \$6,500

Completion Date: June 30, 2025

Lead: CVPDC Staff

4.04 Transportation Improvement Program

Description

CVTPO Staff will oversee the development and maintenance of the Central Virginia Transportation Improvement Program (TIP), preparation of TIP amendments, and transportation project intergovernmental review efforts. Any transit-related TIP projects - including bicycle and pedestrian facilities providing transit service access – are included within TIP amendment activities. The TIP program supports the economic vitality within the metropolitan area by enabling productivity and efficiency.

Products

- Development and approved CVTIP.
- Updated TIP maps.
- TIP amendments.
- Intergovernmental review of transportation projects.

Budget: \$6,000

Completion Date: June 30, 2025

Lead: CVPDC Staff

**FY25 CVTPO UPWP
 Proposed Expenditures**

CVTPO Program Expenditures	FHWA/FTA	STATE	LOCAL	TOTAL
SECTION I - FHWA & VDOT ACTIVITIES				
1.00 Administration				
1.01 General Admin & Operations	\$40,000.00	\$5,000.00	\$5,000.00	\$50,000.00
1.02 Work Program Administration	\$9,600.00	\$1,200.00	\$1,200.00	\$12,000.00
Subtotal	\$49,600.00	\$6,200.00	\$6,200.00	\$62,000.00
2.00 Long Range Planning				
2.01 Long Range Transportation Plan (CVL RTP)	\$160,000.00	\$20,000.00	\$20,000.00	\$200,000.00
2.02 Transportation Improvement Program (CVTIP)	\$4,800.00	\$600.00	\$600.00	\$6,000.00
Subtotal	\$164,800.00	\$20,600.00	\$20,600.00	\$206,000.00
3.00 Technical Assistance				
3.01 General Technical Assistance	\$48,000.00	\$6,000.00	\$6,000.00	\$60,000.00
3.02 Multimodal Transportation Planning	\$32,000.00	\$4,000.00	\$4,000.00	\$40,000.00
3.03 Consultant Support	\$4,000.00	\$500.00	\$500.00	\$5,000.00
3.04 Consultant Studies Support (staff)	\$28,800.00	\$3,600.00	\$3,600.00	\$36,000.00
3.05 Environmental Justice	\$5,600.00	\$700.00	\$700.00	\$7,000.00
Subtotal	\$118,400.00	\$14,800.00	\$14,800.00	\$148,000.00
FY25 Direct FY26 Rollover	\$66,267.00	\$8,283.00	\$8,283.00	\$82,833.00
SECTION I TOTAL	\$399,067.00	\$49,883.00	\$49,883.00	\$498,833.00
SECTION II - FTA & DRPT ACTIVITIES				
4.01 Program Support & Administration	\$35,200.00	\$4,400.00	\$4,400.00	\$44,000.00
4.02 General Dev. & Comprehensive Planning	\$78,760.00	\$9,845.00	\$9,845.00	\$98,450.00
4.03 Long Range Transportation Plan (CVL RTP)	\$5,200.00	\$650.00	\$650.00	\$6,500.00
4.04 Transportation Improvement Program (CVTIP)	\$4,800.00	\$600.00	\$600.00	\$6,000.00
Subtotal	\$123,960.00	\$15,495.00	\$15,495.00	\$154,950.00
Section II - FTA & DRPT FY24 Rollover*				
4.01 Program Support & Administration	\$0.00	\$0.00	\$0.00	\$0.00
4.02 General Dev. & Comprehensive Planning	\$117,226.00	\$14,653.00	\$14,654.00	\$146,533.00
4.03 Long Range Transportation Plan (CVL RTP)	\$0.00	\$0.00	\$0.00	\$0.00
4.04 Transportation Improvement Program (CVTIP)	\$0.00	\$0.00	\$0.00	\$0.00
FY24 Subtotal	\$117,226.00	\$14,653.00	\$14,654.00	\$146,533.00
SECTION II TOTAL	\$241,186.00	\$30,148.00	\$30,148.00	\$301,483.00
FY25 UPWP PROGRAM TOTAL				
	\$640,253.00	\$80,031.00	\$80,032.00	\$800,316.00

*FTA/DRPT FY24 rollover amount is an estimate and may change according to task completion dates.

Federal Transportation Planning Emphasis Areas

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have requested the inclusion of eight priority areas of emphasis in the work conducted through the UPWP. The CVTPO work program endeavors to align with these federal emphasis areas in developing planning programs and projects that address the transportation goals and challenges identified in the region.

1. Tackling the Climate Crisis - Transition to a Clean Energy, Resilient Future

Ensure that our transportation plans and infrastructure investments 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.

2. Equity and Justice⁴⁰ in Transportation Planning

Advance racial equity and support for underserved and disadvantaged communities, ensuring public involvement reflects various perspectives, concerns, and priorities. Using [Executive Order 14008](#) and [M-21-28](#) comprehensive approach to advancing environmental justice by stating that at least 40% of the benefits from many grants, programs, and initiatives flow to disadvantaged communities.

3. Complete Streets

A complete street is safe and feels safe for everyone using the street. Arterial roadways are prone to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. These roads should have safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities as necessary to access destinations, thus making them "complete streets. A safe and complete network for bicycles may be achieved by safe, comfortable facilities located on the roadway, adjacent to the road, or on a nearby parallel corridor. Prioritizing safety improvements and speed management on arterials are essential to creating complete travel networks for those without access to single-occupancy vehicles. 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.

4. Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. Part of the overall public involvement approach is utilizing Virtual Public Involvement (VPI) tools while ensuring continued public participation by individuals without access to computers and mobile devices.

5. Strategic Highway Network (STRAHNET) / U.S. Department of Defense (DOD) Coordination
Coordinate with DOD representatives in transportation planning and programming processes on infrastructure and connectivity needs for STRAHNET routes and public roads that connect to DOD facilities. STRAHNET is the network of highways that provides connecting routes to military installations, industries, and resources essential to national security. It is a subset of the National Highway System and is important to the national strategic defense policy by providing access, continuity, and emergency transportation of personnel and equipment for defense purposes.
6. Federal Land Management Agency (FLMA) Coordination
Coordinate with FLMAs in transportation planning and programming processes on infrastructure and connectivity needs related to access routes and other public roads that connect to Federal lands, including exploring opportunities to leverage transportation funding to support access and transportation needs of FLMAs before projects are programmed into the TIP.
7. Planning and Environment Linkages (PEL)
PEL is an approach to decision-making that considers environmental, community, and economic goals early in the transportation planning process. Information, analysis, and products developed during planning inform the environmental review process of proposed investments and aim to serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.
8. Data in Transportation Planning
Data sharing between state, regional, and local levels on issues such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety.