2017 Network for Success
Local Programs Workshop

Boot Camp
Breakout Session #1
Overview of Funding Programs

Wednesday, September 13, 2017
Bill Dandridge – Moderator
State-Funded Special Programs Mngr, Local Assistance Division – C. O.
Funding Programs

- Revenue Sharing
- Access Road Programs (Economic Development, Airport Recreational)
- Transportation Alternatives
- Safe Routes to Schools
- Highway Safety Program
- Appalachian Regional Commission
  Local Access Road Program
- Federal Lands Access Program
- High Volume Unpaved Roads
- Primary Extension
- State of Good Repair
VDOT’s Access Road, Revenue-Sharing and other Economic Development Programs

Paul R. Trapp, PE
Director of Infrastructure Services
Timmons Group
Developing Infrastructure for Economic Development
Developing Infrastructure for Economic Development

Tier 0: Have Nothing & Need to Find Sites

Tier 1: Raw land, Willing Seller, No Control

Tier 2: Site controlled, Zoned/Comp plan minimal due diligence

Tier 3: Master Plan, Estimated Costs, Significant due diligence

Tier 4: Certifiable Site, Infrastructure, Property issues cleared

Tier 5: “Ready to construct”, Permits in hand
Developing Infrastructure for Economic Development

Programs Not Administered Through Local Assistance Division

• Virginia Business Ready Sites Program
  www.viriniaallies.org/businessreadysites.html

• Transportation Partnership Opportunity Fund
  www.viriniadot.org/projects/tpof.asp

• Transportation Investment Generating Economic Recovery (TIGER) Grants
  www.transportation.gov/tiger
Developing Infrastructure for Economic Development

Programs Not Administered Through Local Assistance Division

- Community Development Block Grant Program

Developing Infrastructure for Economic Development

Meadowville Technology Park
Chesterfield County
Purpose

- Separate access road programs intended to provide for certain types of development: Economic Development, Airport and Recreational.
- Each program is to be used to assist localities in providing appropriate access for the type of development and traffic anticipated to be generated by the development.
Funding

- Individual projects for Economic Development and Airport access to eligible sites may receive up to $500,000 (unmatched) and up to $150,000 (matched).

- A locality may receive this maximum annual allocation per fiscal year for Economic Development sites or per airport.

- Recreational Access areas owned/operated by a state agency are limited to $400,000 and those owned/operated by a locality or authority are limited to $250,000 (unmatched) and up to $100,000 (matched).

- Recreational Access areas owned/operated by a state agency may also receive up to $75,000 for bikeway access and those owned/operated by a locality or authority are limited to $60,000 (unmatched) and up to $15,000 (matched).
Access Road Programs

Limitations / Eligibility

• Each type of development and request for the respective Program’s funding must be supported by a separate state agency
  – Economic Development projects must be justified by qualified business and sufficient new investment
  – Projects for Economic Development and Airport sites are intended to provide access from the development’s property line to a road in the public highway system
  – Projects for Recreational areas are intended to provide access from the focal point (typically, the parking area) within the recreational or historic area to a road in the public highway system
  – All access roads funded under one of these programs will become part of the public highway system and maintained as such
Access Road Programs

Application

• Requests must be made by resolution of the local government body and may be submitted year-round

• Requests, meeting respective Program’s criteria, may be considered at scheduled action meetings of the Commonwealth Transportation Board (CTB)

• Use of fund allocation and initiation of the project is subject to contingencies stipulated by CTB resolution
Developing Infrastructure for Economic Development

Lakeridge Parkway
Hanover County
Revenue Sharing Program

Purpose

• Provide matching (1:1) funding for localities to address construction, reconstruction, improvement, or maintenance projects on highway systems benefitting the general traveling public within a locality and across the Commonwealth.

Funding

• § 33.2-357 stipulates that the Commonwealth Transportation Board will allocate between $15 million and $200 million annually

• Policy limits maximum total allocations to $5 million per year for projects requested by eligible localities

• Policy further limits maximum cumulative allocations (including transfers) for any individual project to $10 million.

• $100 million has been budgeted for each year in the next biennial application cycle (FY 2019 and FY 2020)
Limitations / Eligibility

• Eligible localities able to apply directly for Program funding include all counties and cities, and only those towns that maintain their own highway road system

• Requested projects must meet criteria

• Funding is expected to be immediately needed to initiate or progress a project’s development…or future funding consideration may be waived and previous funding subject to de-allocation

• Eligible projects address general public service need

(continued…)

Revenue Sharing Program
Limitations / Eligibility (…continued)

- **Construction Projects** – adding or changing the characteristics of the road, facility, or structure; providing a new or significantly modified transportation facility.

- **Reconstruction Projects** – completely replacing an existing facility or significantly improving the functionality of an existing facility.

- **Improvement Projects** – projects that facilitate or control traffic or pedestrian flow. Examples include turn lanes, new sidewalks or multi purpose trails, curb and gutter, or any new installation that will enhance traffic flow or safety.

- **Maintenance Projects** – projects that involve work in preserving or restoring the roadway, facility or structure to its original condition.
Revenue Sharing Program

Application

- Applications submitted electronically via SMART Portal
- Applications accepted on a biennial cycle (August 1 – November 1, 2017); next cycle will open August 2019 for FY 2021 and FY 2022 allocation years
- Application submitted for each individual project and indicate allocation amount requested for each of the two fiscal years
Transportation Alternatives
Safe Routes to School
Highway Safety Improvement Program
State of Good Repair

Tom Hartman, PE, LEED AP
Assistant Director of Public Works
City of Harrisonburg
Purpose

• Help local sponsors fund community based projects that expand non-motorized travel choices
• Enhance transportation experiences by improving cultural, historical and environmental aspects of transportation infrastructure
• Focus on providing pedestrian and bicycle facilities, community improvements and mitigating negative impacts of the highway system
Transportation Alternatives Program

Funding

• Set-aside by MAP-21 legislation (through 2020)
• Of that amount for population areas less than 200,000, remaining 50% (up to $9 million total) is available for use anywhere throughout the Commonwealth – apportioned equally among the District CTB members
• Selected projects must receive not less than 50% of Program funds requested
• Applications for $200,000 or less and that amount is all that is required to complete the project
• 20% match requirement
Limitations / Eligibility

• Construction, planning and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation.

• Construction, planning, and design of infrastructure related projects and systems that provide safe routes for non-drivers.

• Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users.

• Construction of turnouts, overlooks, and viewing areas.

• Inventory, control, or removal of outdoor advertising.

(continued…)

Transportation Alternatives Program
Limitations / Eligibility (…continued)

- Historic preservation and rehabilitation of historic transportation facilities.
- Vegetation management practices in transportation rights-of-way.
- Archeological activities relating to impacts from the implementation of a transportation project eligible under Title 23.
- Environmental mitigation activities including abatement and prevention activities to address water pollution related to highway runoff.
- Environmental mitigation activities to reduce vehicle-caused wildlife mortality or to restore and maintain habitat connectivity.
Transportation Alternatives Program

Application

• Applications submitted electronically via SMART Portal
• Applications accepted on a biennial cycle (September 1 – November 1, 2017); next cycle will open August 2019 for FY 2021 and FY 2022
• Application to be submitted for each individual project and indicate allocation amount requested for each of the two fiscal years
Transportation Alternatives Program

Harrisonburg Perspective

- Scope and Schedule
- Understand Funding Limitations
  - Federal Funds
- Look for Partnerships
Transportation Alternatives Program

TAP Project (after)

TAP Project (before)
Safe Routes to Schools

Purpose
• For infrastructure and noninfrastructure projects that promote walking and biking as a safe and convenient travel option for elementary and middle school children in grades K-8

Funding
• Provided under Federal Transportation bill’s FAST Act; Administered under Transportation Alternatives Set-Aside

Limitations / Eligibility
• Planned improvements must fall within a 2 mile radius of a K-8 school

Application
• Applications submitted electronically via SMART Portal using TA Set-Aside Program
• Applications accepted on a biennial cycle (September 1 – November 1, 2017); next cycle will open August 2019 for FY 2021 and FY 2022 funding
Safe Routes to Schools

Harrisonburg Perspective

• Scope and Schedule
• Understand Funding Limitations
  • Is the project big enough
  • Federal Funds
• Engage Schools
Purpose

- **Highway Safety Program (HSP)**
  - Identify and improve locations where there is a high concentration, or risk, of vehicle crashes that result in deaths or injuries and to implement strategies to attain Virginia’s *Towards Zero Deaths* vision. Includes:

- **Highway-Rail Grade Crossing Program (H-RGCP)**
  - reduce risk and number of crashes involving trains at highway-rail grade crossings

- **Bicycle and Pedestrian Safety Program (BPSP)**
  - Reduce risk and number of non-motorized crashes

  (note: The Safe Routes to School (SRTS) program is intended to improve and encourage biking and walking within two miles of K-8th grade schools. BPSP and SRTS will coordinate improvement in eligible neighborhoods as necessary.)
Limitations / Eligibility

- Safety proposals under the HSP have documented crash history or risk assessed and tied to an emphasis area in VDOT’s Strategic Highway Safety Plan (SHSP)
- H-RGCP safety proposals:
  - Federal legislation requires at least fifty percent of appropriated funds to be available for installation of warning devices;
  - and up to fifty percent is to be available for elimination of hazards
- BPSP safety proposals must address documented non-motorized safety concerns on any public road, public surface transportation facility, or publicly owned bicycle or pedestrian pathway or trail
Highway Safety Program

Application

• Applications submitted electronically via SMART Portal
• Applications accepted on a biennial cycle (August 1 – November 1, 2017); next cycle will open August 2019 for FY 2021 and FY 2022
• Application to be submitted for each individual project and indicate allocation amount requested for each of the two fiscal years
Highway Safety Program

Harrisonburg Perspective

• Scope and Schedule
  • Proposal should be System based
• Understand Funding Limitations
  • Federal Funds
• Crash Modification Factor
  • Crash Reports
  • Tableau Tool
Highway Safety Program

LEFT TURN YIELD ON FLASHING YELLOW ARROW
State of Good Repair

Purpose
• Provide for reconstruction and replacement of structurally deficient state and locality owned bridges

Funding
• 25% of the $500 million (max) set-aside pursuant to §33.2-358 (C) for bridge reconstruction and rehabilitation
• Pursuant to §33.2-369 (B), the CTB will equitable, needs based distribution among VDOT districts – none receiving more than 17.5% or less than 5.5% in any given year (note: CTB may waive this cap if it inhibits ability to address key bridge need)
Limitations / Eligibility

- Bridge must be structurally deficient
- National Bridge Inventory only
- Proposed work must remove bridge from structurally deficient status
- Localities must be current on bridge inspections
- Projects receiving funding under program must initiate PE phase or CN phase within 24 months of award or become subject to deallocation

Application Process

- Development of on-line application submittal process via SMART Portal is underway
State of Good Repair

Harrisonburg Perspective

- Scope and Schedule
- Bridge Inspections
  - Must be Up To date
  - Element Level Analysis
- Remove from Structural Deficient status
  - Structure Replacement?
Funding

- Virginia anticipates out of MAP-21 apportionment formula:
  - approximately $54 million for highway and non-motorized safety improvements under the Highway Safety Program (HSP);
  - $5 million for highway-rail grade crossing improvements under the Highway-Rail Grade Crossing Safety Program (H-RGCP);
  - up to 10% of the HSIP allocation will be targeted for Bicycle and Pedestrian Safety Program (BPSP) improvements
  - Projects are federally financed at 90% with 10% state or locality match
2017 Network for Success
Local Programs Workshop

Primary Extension
Federal Lands Access Program
ARC Local Access Road Program
High Volume Unpaved Roads

District / Residency Role
Mike Branscome
Staunton District Planning and Investment Director
VDOT-Staunton District
Primary Extension

Purpose
• Assist urban localities with maintenance, rehabilitation & operation of deteriorated primary roads they maintain.

Funding
• 25% of the $500 million (max) set-aside pursuant to § 33.2-358 (C) for reconstruction of interstate, primary and primary extension routes with a combined condition index (CCI) of less than 60
• Pursuant to §33.2-369 (B), the CTB will equitable, needs based distribution among VDOT districts – none receiving more than 17.5% or less than 5.5% in any given year (note: CTB may waive this cap if it inhibits ability to address key pavement need)
Limitations / Eligibility

- Based on percentage of lane miles, allocations are made available for reconstruction & rehabilitation projects on primary extensions
- Qualifying routes have a primary route # (less than 600) and are maintained by the locality
- Localities may only apply for up to $1 million (total of all projects) each year
- Applications are scored based on the CCI, National Highway System route segments, AADT count, and analysis of locality’s maintenance payments on route segments
- Projects awarded funding must be advertised within 6 months
Application

- Localities must submit separate application for qualifying routes for each identified project
- Development of on-line application submittal process via SMART Portal is underway

See VDOT-Local Assistance Division webpage for more information:
http://www.virginiadot.org/business/local_assistance_division_funding_programs.asp#good
Federal Lands Access Program

Purpose
• Improve access to, within and adjacent to high-use Federal recreation sites or Federal economic generators within federally-owned lands

Funding
• Amounts available to Virginia by formula varies each year and according to FAST Act

Limitations / Eligibility
• Project selection based on PDC (Program Decision Committee) establishment through multi-year program review
• Requires local match

Application Process
• PDC’s request project applications through call for projects
• Submission via email; contact FHWA PDC member for Virginia
  (see http://flh.fhwa.dot.gov/programs/flap/ for more information)
Federal Lands Access Program

To learn more about the call for projects status, points of contact or to access a link to a State FLAP webpage, click on a state in the map below.

Virginia

Call for Projects is Closed

Tentative Next Call for Projects: TBD
FLH Division: EFLHD
FLAP Funding Allocation by FY: $3,087,443.00
Local Match %: 10.50%
Final Application Deadline: TBD
Call for Projects Contact: Lewis Grimm
Title: Planning Team Leader
Email: lews.grimm@dot.gov
Phone: 703-404-6289
For Additional Questions Contact: Jacinda Russell
Additional Contact Title: FLAP Program Manager
Additional Contact Email: jacinda.russell@dot.gov
Additional Contact Phone: 571-434-1543

View All Virginia FLAP Information

Member cities: Bristol, Buena Vista, Covington, Galax, Lexington, Martinsville, Norton, and Radford
Purpose
• Provide or improve access between region’s businesses, communities, and residents to the Appalachian Development Highway System (ADHS)

Funding
• VA is authorized to use up to $3 million annually from balances already allocated. (No new funding is provided under MAP-21)

Limitations / Eligibility
• Project candidates must meet criteria and determined by ARC Board

Application
• Contact ARC program manager (Va Dept of Housing & Community Development) / request preapplication package
• [Link](https://www.arc.gov/index.asp)
High Volume Unpaved Roads

Purpose
• Provide for funding for projects to hard-surface certain unpaved roads

Funding
• § 33.2-358 authorizes a set-aside amount up to $500 million for certain transportation purposes and of this amount, 5% is apportioned for unpaved roads carrying over 50 vehicles per day; of this amount, 10% is to be used to hard-surface unpaved roads with a higher volume level of traffic (approximately $1.63 million available in FY 2017)
• $300,000 maximum allocation per county (with intent to fully fund projects)
High Volume Unpaved Roads

Limitations / Eligibility

- These unpaved roads must carry 500+ vehicles per day
- The hard-surfacing project must be in the County’s Secondary System Six-Year Improvement Plan

Application

- Annual requests submitted by the County to the VDOT Residency Administrator and are due in March 2018.
- Requests are scored on statewide competitive basis:
  - Higher volume
  - Engineering complete & necessary right of way secured
  - Readiness for construction
  - Any additional funding needed has been committed
  - Project identified to address safety issues
  - Project provides direct access to school/community/public service facility
VDOT District / Residency staff members are involved at several milestones in any Special Funded project’s lifecycle:

- Project Creation (BEFORE)
- Application & Agreement Processes (BEFORE)
- Project Delivery (Preliminary Engineering, Right of Way, Advertisement / Construction) (DURING)
- Financial Project Closeout & Transfer / De-Allocation of Funds (AFTER)
Applications & Agreements

- VDOT District / Residency staff are responsible for coordinating and assisting with project information & supporting documentation for applications to receive funding under one of the Special Funded Programs.

- After a project is approved for funding, staff will continue with tasks in coordinating execution of project agreements with the Locality, as needed.

- Most applications will be submitted through the SMART Portal.
Project Delivery

- Key aspects of project delivery that will be coordinated with VDOT District / Residency staff include but are not limited to:
  - Authorization to begin work on a phase
  - Submission and Processing of Requests for Reimbursement for completed work on a phase
  - Required Project documentation and submittals such as plan review, Environmental documentation, property acquisition reports, etc.
  - Consultant Procurement
  - Construction Advertisement and Award
  - Funding and Project Accounting
Project Establishment & Development

- Transportation projects (including those funded with VDOT’s Special Funded Programs) are often initiated at the request of local officials, VDOT Planners, or other local and regional entities; they can originate as the result of a planning study or by being included in one of several transportation plans that the Locality and VDOT are responsible for developing.

- Key Stakeholders in the establishment and development of such projects:
  - County Administrators/City or Town Managers, or other Local Government Officials
  - State Agencies, State Universities, and State Community Colleges
  - VDOT Residency Administrators
  - VDOT District Planning & Investment Managers
  - VDOT District Planners
Best Practices for Successful Coordination with VDOT District/Residency Staff:

- Follow and be familiar with the Locally Administered Projects Manual and relevant Program funding type manual (i.e., Recreational Access, Revenue Sharing, etc)

- Communicate with VDOT District / Residency staff as soon as issues arise

- Visit the Local Assistance Division Website http://www.virginiadot.org/business/local-assistance.asp

- Ask Questions
Financial Project Closeout

• The assigned VDOT Project Manager and District Programming & Investment Management staff will work to ensure all final billings are processed in a timely fashion and that eligible work is reimbursed in accordance with the project administration agreement.

Transfer / De-Allocation of Funds

• Once all billings are processed and reimbursements are paid, if surplus funds remain on the project, VDOT District Programming & Investment staff will work to identify options in handling any surplus funding in coordination with local officials.

• Depending on the fund type (i.e. Revenue Sharing), if no eligible projects are identified, a de-allocation process will occur to remove funds from completed or inactive projects; VDOT District staff are available to answer any questions regarding this process.
Special Funding Programs
Administered by VDOT, or Locality / Consultant

Some Project Elements …

• Procurement Services
• Design
• Traffic Study
• Geotechnical / Soils Investigations
• Environmental Document, Investigations, Permitting
• Survey
• Right of Way Services
• Bid Document / Bid Proposal
• Project Management
• Construction Engineering & Inspection
Locality Administered Projects

Consider this…

- Locality must be “adequately staffed and suitably equipped to undertake and satisfactorily complete the work” (23 CFR 635.105)
- Federal law requires states to be responsible for determining that sub-recipients have adequate project delivery systems and sufficient accounting controls
- Federal Aid does not necessarily mean a project has federal funds but is merely eligible to accept federal funds (Federally Eligible)
Consider this…

• Locality is fully responsible for the administration of its projects
• VDOT has an oversight role for all locally administered projects
• VDOT has an oversight (and stewardship) requirement when federal funds are being utilized (23 CFR 635.105(a))
• Localities must provide a government employee to be “responsible charge” on project (23 CFR 635.105(c)(4))
• The LPA should not expect the VDOT Project Coordinator to provide quality control for their consultant work.
• See Chapter 3 of the LAP Manual for Roles and Responsibilities.
Project Administration Agreement

Things to Remember

• Authority to sign
• Agreement executed – no work by the locality, its consultant or contractor will be eligible for reimbursement until then
• Federal aid projects require authorization by phase (PE, RW, of CN)
• Source of funding (State / Federal) and funding program type dictate the type of agreement and contingencies included