



Local Programs Workshop

The 4th annual Local Programs Workshop was held at the Doubletree by Hilton Williamsburg on September 30—October 1. There were over 430 attendees from Local Governments, Consulting Engineering firms, VDOT and FHWA brought together for two days of networking and information sharing. There were twenty breakout sessions in four tracks—“Boot Camp” for those new to local project delivery, an advanced track for experienced project managers, a focus on “Hot Topics,” and a full track of repeated sessions to allow attendees an additional opportunity to attend popular sessions. All presentations and workshop materials are posted on our website making them available for those who may not have been able to attend the workshop. Many thanks to our speakers and presenters for sharing their expertise and to our sponsors for making this workshop possible.



The 2016 Local Programs Workshop will be held September 13–15 at the Hotel Roanoke.



The 2016 Local Programs Workshop will be held September 13–15 at the Hotel Roanoke.

FY2016 VDOT Business Plan

Continuing on last years’ successful partnerships with the Local Government Stakeholders and District Advisory groups to “...identify strategies for improving local project delivery...,” Local Assistance Division (LAD) is now focused on a FY16 business plan action item to implement those strategies. This year’s action item states, “The District Local Projects Advisory Group will work with LAD to lead the implementation of strategies previously identified to improve local project delivery.” The Local Government Stakeholders group will also be involved and play an important role in the implementation of those strategies that directly affect local governments.

Action items due for FY16 include: strengthen project scheduling, implement district locality days, develop a draft LAP Manual “starter pack,” and streamline procurement.

At this time, meetings with the District Advisory group and the Local Government Stakeholders have taken place. The expectation is to identify representatives from each group (including LAD) to serve as leads that will guide the development and delivery of the respective action item.

FUNDING PROGRAMS

Revenue Sharing Program

In June 2015, the Commonwealth Transportation Board (CTB) approved \$189.1M in total state allocations for 258 projects for the FY2016 Revenue Sharing Program. This included \$18.4M for 25 maintenance priority projects that addressed deficient pavement or bridges. The \$4.1 million that was de-allocated from 23 inactive projects by the CTB in January 2015 was also included with the FY2016 allocation.

Revisions to the [Revenue Sharing Policy and Guidelines](#) were approved by the Commonwealth Transportation Board at its July meeting. Changes in the administration of the Program were made necessary following the 2015 General Assembly Session which approved legislation affecting the prioritization of projects selected for Revenue Sharing Program funding. Revisions to the Revenue Sharing Program Guidelines also included additional explanation and clarification on procedures.

The Local Assistance Division is finalizing its review of another round of inactive projects subject to de-allocation by the CTB in January 2016 and these funds are anticipated to be included with the FY2017 Program allocation.

FY2017 applications were due on October 30th and LAD received 275 project applications for a total of approximately \$228 million. Those projects are currently under review.

Transportation Alternatives Program (TAP)

FY2017 applications were due on November 2nd. LAD received 98 project applications for a total of approximately \$41 million. Scoring will begin this winter and tentative selections will be made next spring. Final awards will be announced in June, 2016.

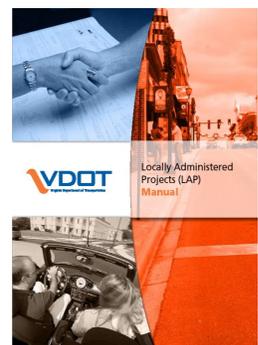
Watch our [website](#) for further details!

LOCALLY ADMINISTERED PROJECTS

LAP Manual Updates

LAD continues working on comprehensive updates to the LAP Manual. The next update is scheduled for first quarter 2016 and will include Project Development (CH 12) and Structure and Bridge (CH18).

Reminder — always consult the latest version available on LAD's external LAP Manual Webpage.



NEW... LAP Schedule Tool

As introduced at the 2015 Local Programs Workshop, a new LAP Schedule Tool is now available for local government use and can be directly accessed on the VDOT LAD external [forms site](#).

The schedule tool was developed through a partnership between VDOT Hampton Roads District and the City of Virginia Beach. The tool was developed in Microsoft Excel and offers robust Preliminary Engineering scheduling in an easy to use format.

Both local government and VDOT project development activities are incorporated into the tool, to help insure the development of accurate and realistic schedules. A “READ ME” tab is included in the spreadsheet to provide an overview and instructions on using the tool.

TRAINING FOR LOCAL GOVERNMENTS

Development of an Indirect Allocation Plan (ICAP) - December 8-9, 2015, Chesterfield, Virginia
FHWA will be providing FREE training on the development of an ICAP and discussing the new requirements of 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards to include sub-recipient monitoring. Please click [here](#) for course description and registration details.

2016 Transportation Project Management Institute (TPMI)
May 10-19, 2016 in Charlottesville, Virginia

It is not too early to start thinking about TPMI!

This year’s institute is scheduled for May 10-19 at the UVA Darden School of Business in Charlottesville. TPMI is an eight day intensive residential training program exclusively designed for managing the development phase of transportation projects. The program has been developed specifically for project management practitioners from VDOT, local government, and private consulting firms. VDOT plans to offer partial Local Government Scholarships again this year. More information regarding these scholarships will be available in the first 2016 Newsletter.



2015 TPMI Cohort at UVA's Darden Graduate School of Business

Additional information regarding TPMI can be located at:

<http://www.cts.virginia.edu/transportation-project-management-institute/>.

A LITTLE GOOD NEWS

Local Assistance Division would like to announce changes to the division's administration, along with a shift in role responsibilities.

Julie R. Brown, LAD Director

Russ A. Dudley, Assistant Division Administrator

Overseeing Special Federal and State Funding Programs

Todd M. Halacy, P.E., Assistant Division Administrator

Overseeing Local Administered Programs and Local Systems

New Employees

Kurt Kuppert

Kurt joins LAD's Locally Administered Projects program group, bringing 29 years of VDOT experience with the Fredericksburg District. He has extensive project development, roadway design and survey experience working with localities on locally administer projects. In his new position, Kurt will be responsible for coordination and assisting districts with agreement development, responding to issues regarding project development and delivery processes.



Megan Nelson

Upon finishing up her summer internship with VDOT, Megan Nelson accepted an hourly position with the Local Assistance Division. Megan is a recent graduate from George Mason University where she received her BS in Public Administration with a concentration in Government Institutes. What Megan enjoys most about her position, is the ability to apply data-analysis skills when conducting performance reports. "I believe this job has not only helped me develop a career in transportation policy, but it has also validated my desire to apply for a master's in Public Policy." For fun, Megan enjoys playing volleyball, traveling the nation to different music festivals and loves cats.



On-Time Advertisement of LAP's

On-time project delivery is a key performance measure for both VDOT and locally administered projects. We periodically report on-time advertisement of locally administered projects as a measure of program success. This information is tracked in two ways—real time via VDOT’s Dashboard and also by tracking advertisements planned by calendar year on what we call our “commitment list”. The CY2015 Commitment List is posted on our webpage. Our statistics utilizing both tracking methods as of September 30 are shown below. We have additional performance data available by locality on our “Outside VDOT” team site. If you would like access to the team site, please contact John Simmers at (804)786-2571.

Dashboard—End of 1st Quarter FY16

Target 70% Actual 88%

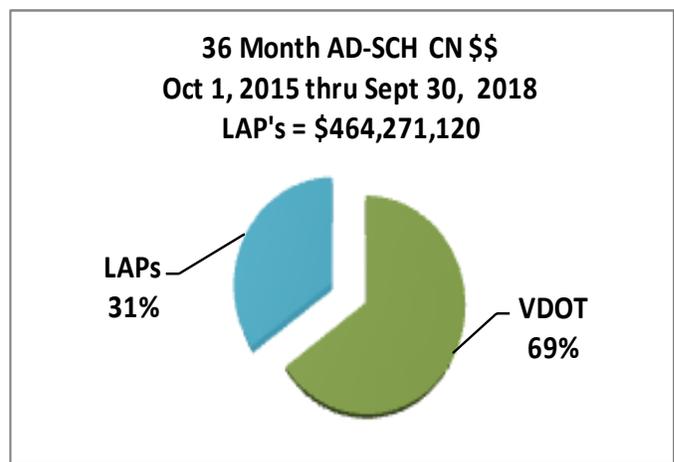
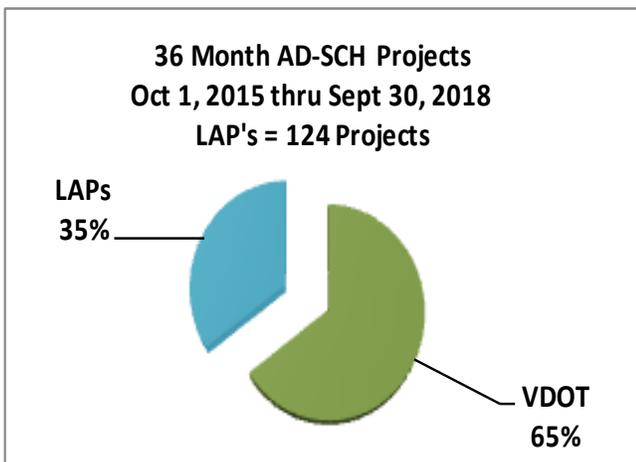
CY15—Projects Committed for Advertisement

Planned 144 Actual (thru 9/30/15) 121

CY15—\$ Value of Projects Committed for Advertisement

Planned \$310M Actual (thru 9/30/15) \$242M

We also continue to report quarterly on the size and scope of the local program relative to VDOT administered projects. Those statistics as of September 30, 2015 are shown below.



Visit us on the web!

<http://www.virginia-dot.org/business/local-assistance.asp>