

HAMPTON ROADS
PDC
WORK PROGRAM
FY 2025



HAMPTON ROADS PLANNING DISTRICT COMMISSION

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Report
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Abstract

The Hampton Roads Planning District Commission (HRPDC) is one of 21 Planning District Commissions in the Commonwealth of Virginia and is a regional organization representing the 17 local governments of the Hampton Roads area. The HRPDC Fiscal Year (FY) 2025 Work Program (WP) details the various planning activities and associated funding for the period from July 1, 2024 to June 30, 2025. The WP is financed in part by several local, state, and federal agencies that provide grants, contracts, and annual contribution support for HRPDC programs.

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Introduction

The Hampton Roads Planning District Commission (HRPDC) Work Program (WP) describes planning work to be performed by the HRPDC staff for the period between July 1, 2024 and June 30, 2025. This document replaces the FY 2024 Work Program approved by the Commission at the May 18, 2023 meeting.

This work program includes projects to be undertaken for the region as a whole as well as for sub-regional groupings of localities and agencies. Also included are local projects to be carried out in cooperation with or on behalf of individual member localities. The WP functions as a comprehensive guide to the activities of the HRPDC staff and supporting committees and represents the agreement between the HRPDC staff and the Commission on the functions and services to be accomplished on behalf of the Commission and its member localities. The WP is required by the Virginia Department of Housing and Community Development (DHCD), in part, as the basis for the state's annual appropriation to support Planning District Commissions.

The primary funding sources to support the HRPDC are member local governments and state and federal grants. Specific funding sources include:

- Member Local Governments – per capita contribution, special contributions for specific programs, and contracts
- Virginia Department of Housing and Community Development (DHCD) – annual appropriation and project grants
- Virginia Department of Environmental Quality (DEQ)
- Virginia Department of Emergency Management (VDEM)
- United States Department of Homeland Security (DHS)
- United States Department of Defense (DOD)/Office of Local Defense Community Cooperation (OLDCC)
- United States Department of Housing and Urban Development

The planning activities in the WP address a wide range of programs, including Community Affairs and Civil Rights, Economics, Emergency Management, Environmental Education, Housing and Human Services, Regional Planning, and Water Resources. Each of these programs concurrently considers many related issues, such as land use, socioeconomic characteristics, transportation, climate change, environmental justice, public involvement, and outreach. To ensure the most effective service to the Hampton Roads community, many of the HRPDC functions, as well as those of the Hampton Roads Transportation Planning Organization (HRTPO), require integration and coordination of key issues such as recurrent flooding, hurricane evacuation, economic development, and provision of utility and transportation infrastructure.

HRPDC Structure

The HRPDC is one of 21 Planning District Commissions (PDCs) in the Commonwealth of Virginia. The HRPDC was created by the region's local governments in 1990 through the merger of the Peninsula and Southeastern Virginia Planning District Commissions. The Peninsula and Southside PDCs were created by the localities in 1969 pursuant to the Virginia Area Development Act (predecessor to the Regional Cooperation Act, Section 15.2-4207 of the Code of Virginia). The region's localities voluntarily created the HRPDC and its predecessors through a regionally executed charter agreement. Bylaws adopted by the HRPDC govern the operations of the Commission itself.

According to the Regional Cooperation Act, the purpose of PDCs is "to encourage and facilitate local government cooperation and state-local cooperation in addressing, on a regional basis, problems of greater than local significance." The Act identifies the following purposes of PDCs:

1. To improve public health, safety, convenience, and welfare, and to provide for the social, economic, and physical development of communities and metropolitan areas of the Commonwealth on a sound and orderly basis within a governmental framework and economic environment, which will foster constructive growth and efficient administration.
2. To provide a means of coherent articulation of community needs, problems, and potential for service.
3. To foster planning for such development by encouraging the creation of effective regional planning agencies and providing the financial and professional assistance of the Commonwealth.
4. To provide a forum for state and local government on issues of a regional nature.
5. To encourage regional cooperation and coordination with the goals of improved services to residents and increased cost-effectiveness of governmental activities.
6. To deter the fragmentation of governmental units and services.

The Act also identifies the following duties and authorities for PDCs:

1. To conduct studies on issues and problems of regional significance;
2. To identify and study potential opportunities for state and local cost savings and staffing efficiencies through coordinated governmental efforts;
3. To identify mechanisms for the coordination of state and local interests on a regional basis;
4. To implement services upon request of member localities;
5. To provide technical assistance to state government and member localities;
6. To serve as a liaison between localities and state agencies as requested;
7. To review local government aid applications as required by §15.2-4213 and other state or federal laws or regulations;
8. To conduct strategic planning for the region as required by §§15.2-4209 through 15.2-4212;

9. To develop regional functional area plans as deemed necessary by the Commission or as requested by member localities;
10. To assist state agencies, as requested, in the development of sub-state plans;
11. To participate in a statewide Geographic Information System (GIS), the Virginia Geographic Information Network, as directed by the Department of Planning and Budget; and
12. To collect and maintain demographic, economic, and other data concerning the region and member localities, and act as a state data center affiliate in cooperation with the Virginia Employment Commission.

According to State Statute, the HRPDC Charter, and the HRPDC Bylaws, membership on the Commission is based on population, with each jurisdiction having at least two members. All member localities are represented on the Commission by one or more local elected officials and the Chief Administrative Officer (CAO).

The Executive Director, selected by the HRPDC, manages the daily operations of the HRPDC's professional staff and serves as the Commission's elected Secretary. The HRPDC staff provides technical expertise to its member jurisdictions on issues pertaining to economics, emergency management, environmental education, housing and human services, regional planning, and water resources.

In carrying out its statutory responsibilities, the HRPDC has adopted the following mission statement:

- To serve as a forum for local and elected officials and chief administrators to deliberate and decide issues of regional importance;
- To provide the local governments and residents of Hampton Roads credible and timely planning, research, and analysis on matters of mutual concern; and,
- To provide leadership and offer strategies and support services to other public and private, local, and regional agencies in their efforts to improve the region's quality of life.

HRPDC Regional Strategic Plan

As noted above, the Regional Cooperation Act identifies the preparation of a regional strategic plan as one of the duties and authorities of PDCs in the Commonwealth. In November 2016, the HRPDC adopted *ENVISION Hampton Roads* (EHR) as a priority-setting framework for regional strategic planning. EHR is based on extensive public and stakeholder input, and it identifies the following priorities:

- Regional Economic Health & Job Creation
- Education and Training
- Diverse Community

- Healthy Community
- Living with Our Environment
- Transportation

The HRPDC staff use these priorities in developing the annual WP. Staff also works with regional partners and stakeholders to promote alignment with the EHR.

HRPDC Membership

The HRPDC includes the following jurisdictions: Cities of Chesapeake, Franklin, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach, and Williamsburg; and the counties of Gloucester, Isle of Wight, James City, Southampton, Surry, and York; and the Town of Smithfield. Gloucester County is also a member of the Middle Peninsula PDC, and Surry County is also a member of the Crater PDC.

The HRPDC also includes ten towns whose interests are represented on the Commission through the counties in which they are located. The Town of Windsor is located in Isle of Wight County. Southampton County encompasses the Towns of Boykins, Branchville, Capron, Courtland, Ivor, and Newsoms. The Towns of Claremont, Dendron, and Surry are included in Surry County. Depending on the program, these towns are involved to various degrees in regional studies and activities. While not a member of the HRPDC, the Town of Windsor is an active participant in a number of HRPDC programs.



HRPDC Member Jurisdictions

HRPDC Committee Structure

The HRPDC staff work closely with staff from the member local governments and regional, state, and federal agencies. Local government and state and federal agency staff participate actively in the committee process, which ensures that the HRPDC programs meet the needs of the region's localities. The HRPDC committees include subject area experts from each of the member local governments appointed by the CAOs of the localities. Several committees also include representatives from the Town of Windsor and various regional agencies, such as Hampton Roads Sanitation District (HRSD) and Hampton Roads Transit (HRT). Representatives from state and federal agencies with program responsibilities in the activities that fall under the purview of the various committees may also participate in an ex officio capacity.

In several instances, the HRPDC has formalized the operation of programs or projects through Memorandums of Agreement (MOAs) with member local governments, affected towns, and appropriate regional agencies. Examples include:

- Regional Groundwater Mitigation Program
- Regional Water Supply Plan
- Regional Stormwater Management
- Water Quality Monitoring
- Hampton Roads Help To Others (H2O) Program

Advisory Committees

Hampton Roads Chief Administrative Officer (CAO) Committee: The CAO Committee is comprised of the City Managers, County Administrators, and Town Managers of member jurisdictions and serves as an advisory committee to the Commission. The committee has a Chair and Vice-Chair from the member localities and is staffed by the HRPDC/HRTPO Executive Director. This committee meets on the first Wednesday of every other month, serving as a forum to deliberate issues of regional importance. The CAO Committee discusses and identifies mechanisms for local and regional collaboration, deliberates on technical issues related to member localities, and provides advice and recommendations to the Commission.

Hampton Roads Community Advisory Committee (CAC): The CAC is comprised of representatives from Hampton Roads' member jurisdictions and serves as an advisory committee to the Commission and HRTPO Board. The CAC ensures that the voices and perspectives of the public are received by the HRPDC and HRTPO and considered in our planning process. CAC meetings occur six times per year. These meetings are open to the public and, as such, include a public comment period wherein any member of the public can share thoughts and perspectives on regional initiatives. Agendas indicating the meeting location and time are posted to the HRPDC and HRTPO meeting calendars approximately one week before the meeting dates.

Communications Subcommittee

Regional Public Information Subcommittee: This subcommittee is comprised of various communications professionals from the member jurisdictions and partner agencies' public information/affairs, communications, and emergency management departments. This subcommittee meets quarterly to address and discuss challenges of and opportunities for providing coordinated public information to Hampton Roads residents and visitors.

Emergency Management Committees

Hampton Roads All Hazards Advisory Committee (AHAC): AHAC is composed of voting members nominated by each locality in Hampton Roads, subject matter experts, as well as emergency management state and federal partners. AHAC's scope is to foster communication and greater situational awareness among local, state, and federal stakeholders to improve the region's capacity to plan, collaborate, equip, and ultimately respond to and recover from natural and human-caused threats and disasters. Responsibilities of AHAC include:

- Provide direction and oversight for the development and maintenance of a coordinated and integrated regional approach to emergency management planning and response systems and identify ways for the region to work together and combine resources to address planning gaps.
- Make annual recommendations for funding and budget requirements to the Commission and administer all funds appropriated to accomplish the work of the AHAC.
- Develop and maintain interoperable and operable communications capabilities and associated emergency communications activities.
- Foster regional collaboration and communication for various preparedness stakeholder groups.
- Foster regional communication and coordination for community education and resident preparedness.
- Strengthen mass casualty response, medical surge, and mass prophylaxis capabilities.
- Develop and coordinate hazard mitigation programs among the member jurisdictions.
- Develop and acquire federal, state, and private grant funding opportunities on behalf of the region and make recommendations as to how the region can most efficiently and effectively utilize financial assistance made available for disaster planning, mitigation, and recovery.
- Provide technical guidance and serve as a clearinghouse for homeland security issues for the HRPDC.
- Develop a "whole of community" approach to planning and preparedness by including jurisdictions outside the HRPDC region and representation from critical entities such as the military, the National Voluntary Organizations Active in Disaster (VOAD), non-governmental organizations, and private service agencies and industry.
- Conduct Threat and Hazard Identification and Risk Assessments (THIRA) on behalf of the region periodically as recommended by the Federal Emergency Management Agency (FEMA) through the National Preparedness System and the Commonwealth of Virginia Emergency Operations Plan (COVEOP).

AHAC has also established and directs the following working group and subcommittees:

- **Hampton Roads Interoperable Communications Committee (HRIC):** plans, develops, and maintains regional emergency interoperable communications.
- **Urban Area Working Group (UAWG):** coordinates the application and allocation of regional grant programs that address emergency management and homeland security needs in the region.
- **Cybersecurity Subcommittee:** promotes cybersecurity throughout Hampton Roads through collaboration amongst regional information security partners and investment in regional cyber initiatives.
- **Hazard Mitigation Subcommittee:** updates the Hampton Roads Regional Hazard Mitigation Plan.

Hampton Roads Metropolitan Medical Response System (HRMMRS)

- **HRMMRS Strike Team Committee:** The HRMMRS Strike Team Committee was established to recruit and review recommendations for new and replacement members; conduct a periodic review of operating procedures; identify training courses; facilitate participation in regional exercises; evaluate the need for additional and replacement equipment and supplies; and support the role of the Strike Team in regional agencies, organizations, exercises, and events, review and recommend funding sources for above duties. Membership consists of Strike Team Task Force Leaders and Operations Sections Chiefs, a representative from each jurisdiction that has sponsored a member, one representative from each jurisdiction that supports a Strike Team equipment cache, HRPDC Staff, and HRMMRS Staff. It is co-chaired by a Task Force Leader from the Peninsula and a Task Force Leader from the Southside.

Environmental Education Committees

askHRgreen.org is a comprehensive environmental education program composed of the existing HR CLEAN, HR FOG, HR STORM, and HR WET Programs. Staffed by the HRPDC, askHRgreen.org is overseen by an Executive Committee representing the HRPDC's four long-standing environmental education committees.

- **askHRgreen.org: Recycling and Beautification Subcommittee:** This Subcommittee is charged with developing a cooperative regional education program addressing litter control, recycling, and beautification. Membership includes the local Clean Community Coordinators (or similar positions) from the member local governments and the HRPDC. Local recycling haulers and Goodwill participate as nonvoting members.

- **askHRgreen.org: Fats, Oils and Grease (FOG) Subcommittee:** The FOG Subcommittee was established to develop a regionally consistent program for managing fats, oils, and grease in the wastewater system. This effort includes training and supports compliance with the Regional Sanitary Sewer Overflow (SSO) Consent Order. Representatives from the affected local governments (wastewater operations), HRSD, and HRPDC participate in the subcommittee.
- **askHRgreen.org: Stormwater Education Subcommittee:** The Stormwater Education Subcommittee was established by the Regional Stormwater Management Working group to develop and implement a regional stormwater education program. The primary purpose of this initiative is to support local government compliance with Phase I and Phase II Stormwater Permits. The Subcommittee includes education, technical, and public information staff from the public works and related departments and the HRPDC. The military, the Soil and Water Conservation District (SWCD), the Virginia Department of Transportation (VDOT), and the Department of Conservation and Recreation (DCR) participate in an ex officio capacity.
- **askHRgreen.org: Water Awareness Subcommittee:** This Subcommittee was initially established to develop and implement a regional water conservation education program. Its mission has been expanded to include all aspects of drinking water quality and value. The Subcommittee includes education and public information staff representing the participating local government public utility departments and representatives from HRSD and HRPDC.

Hampton Roads Help To Others (H2O) Program: The H2O Program is a 501(c)(3) nonprofit corporation organized by the region's localities, HRPDC, and HRSD to assist local residents who are unable to pay their water or sewer bills due to an emergency situation. The H2O Board of Directors is charged with oversight and direction of the H2O Program, and it consists of the Director of Utilities or his/her designee from the member localities, the Town of Windsor, and HRSD.

The HRPDC provides administrative staff support to the H2O Program, while the HRSD manages the financial aspects of the Program. An MOA among the H2O Board, HRPDC, and HRSD governs the program management relationship among the three entities.

Housing & Human Services Committees

Regional Housing Assessment Workgroup: The HRPDC approved the creation of a Housing Workgroup to begin the critical work in understanding the region's housing needs and the importance of establishing a multi-discipline approach. The mission of this committee is to commission the first-of-its-kind study to examine the entire housing landscape that is unique to Hampton Roads. Regional leaders have been meeting regularly to identify this plan's key components and the necessary funding to support this endeavor. The committee meets routinely and agendas indicating the meeting location and time are distributed approximately one week prior to the meeting date.

Hampton Roads Disabilities Board (HRDB): The HRPDC provides staff support to the Hampton Roads Disabilities Board, which currently represents the cities of Portsmouth, Norfolk, Virginia Beach, Chesapeake, and Suffolk. The Hampton Roads Disabilities Board (HRDB) is a continuation of the regional DBs created by the Virginia Department of Rehabilitative Services (DRS) in 1992. The updated mission of the group is to serve as a connector between the disabled community and local government, the business community, the faith-based community, and the general public by raising awareness and exchanging information. The committee generally meets on the second Friday of every month at HRPDC Regional Office. The meetings are open to the public.

Hampton Roads Housing Consortium: The HRPDC staffs and participates in the leadership of the Hampton Roads Housing Consortium (HRHC). This regional organization provides a mechanism for networking, consensus building, education, and project coordination for governmental, private, and non-profit organizations interested in affordable housing issues. The HPRDC actively supported HRHC organizing efforts in 1995-96 and is represented on the HRHC's Board of Directors and Executive Committee. The HRPDC also provides ongoing technical assistance and administrative support to the HRHC. The membership group meets quarterly on the second Thursday.

Planning & Economics Committees

Hampton Roads Planning Directors: The HRPDC facilitates a regular meeting of local government planning directors. The goals of the meeting are to develop and improve working relationships, share best practices, and collaborate to address regulatory and technical matters related to community development. The meeting is also used as a forum to communicate with and receive input from local planners regarding the work of regional organizations and provide input to the Chief Administrative Officers as requested. The group meets on the last Thursday of the month. Agendas indicating the meeting location and time are distributed approximately one week prior to the meeting dates.

Regional Environmental Committee (REC): The Regional Environmental Committee addresses technical and administrative issues associated with environmental planning, land use, water quality, stormwater, and environmental education, as well as a broad range of other coastal and planning issues. The committee includes local government staff from planning, engineering, and public works departments, state agency representatives, nonprofit organizations, consultants, etc.

Water Resources Planning Committees

Coastal Resiliency Committee (CRC): The responsibilities of the Coastal Resiliency Committee include: 1) developing recommendations related to flooding and sea level rise adaptation and mitigation, 2) advocating for state and federal government support and action on coastal resilience topics, and 3) serving as the primary regional contact for collaboration

with federal agencies and academic institutions. The committee includes senior representatives from local government planning, public works, and engineering departments.

Directors of Utilities Committee (DUC): The Directors of Utilities Committee addresses technical and administrative issues associated with the planning and operation of the region's water supply and wastewater systems, as well as a broad range of other water resource management issues. The committee includes the Director of Utilities or a senior representative from the member jurisdictions, the towns of Smithfield and Windsor, the Hampton Roads Sanitation District (HRSD), and the HRPDC. Semiannually, the committee meets jointly with the local Directors of Health and the Virginia Department of Health to discuss issues of mutual concern associated with drinking water and other water quality issues.

Regional Construction Standards Full Committee: The Regional Construction Standards represent a collaborative effort of the seventeen HRPDC member jurisdictions, the HRSD, and the Hampton Roads Utility and Heavy Contractors Association (HRUHCA) to develop uniform construction standards for improvements in public rights of way. The full committee, consisting of up to two voting representatives from each jurisdiction and one voting member from HRSD and HRUHCA, is the governing body for the Standards and approves and recommends new editions for adoption by the Commission.

Regional Environmental Committee (REC): The Regional Environmental Committee addresses technical and administrative issues associated with environmental planning, land use, water quality, stormwater, and environmental education, as well as a broad range of other coastal and planning issues. The committee includes local government staff from planning, engineering, and public works departments, state agency representatives, nonprofit organizations, consultants, etc.

External Committees

In addition to the many HRPDC staff-level committees, subcommittees, and working groups, the HRPDC staff, on behalf of the region's localities, serve on a number of federal, state, regional, and local government advisory committees. The HRPDC staff also represents the region on advisory committees established by various nonprofit, public interest organizations that provide particular expertise in support of or complementary to the initiatives of the HRPDC and its member local governments. External committee participation by HRPDC ranges from broad program committees to technical advisory committees for specific regulatory initiatives. The HRPDC frequently plays a leadership role in these external committees.

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Communications and Inclusion Diversity

Equity and Access (IDEA)/Civil Rights

Total budget including pro-rata share of Administration

\$295,420

As the fiduciary agent for the Hampton Roads Transportation Planning Organization (HRTPO), the HRPDC follows the guidance and oversight administered by the U.S. Department of Transportation and the Federal Highway Administration as it pertains to the observance of Title VI of the Civil Rights Act of 1964 and Environmental Justice in all planning practices engaged by the HRPDC.

Additionally, the HRPDC receives federal funds and as such, is guided by Title VI and Environmental Justice as well.

The importance of public involvement in the planning and programming process is recognized in federal law and it is reflected in the programs of the HRPDC. Recipients of federal funds are encouraged to use a variety of methods to inform and involve interested parties in planning processes. Specifically, federal regulations require the development of a public participation plan.

Although they are separate, Title VI, Environmental Justice (EJ), and Public Involvement complement one another in ensuring fair and equitable distribution of transportation services and facilities. Effective public involvement not only provides transportation officials with new ideas but also alerts them to potential environmental justice concerns during the planning stage of a project. The HRPDC is committed to ensuring that Environmental Justice, as outlined by the 1994 Executive Order, is considered in its planning and outreach efforts, as well as its programs and initiatives, by assuring that all residents of Hampton Roads are represented fairly and not discriminated against in the transportation planning and capital investment processes. In addition to adhering to the principles of Environmental Justice, the HRPDC will work to implement Title VI of the Civil Rights Act of 1964. The HRPDC goals will be to:

- Comply with the public involvement and Title VI requirements of the Federal and State regulations.
- Provide specific and accessible opportunities for local community members and community-based organizations to discuss their views and provide input on the subject areas addressed in plans, projects, or policies of the HRPDC.
- Ensure full and fair participation by all potentially affected communities in the decision-making process, especially those who are at elevated risk of experiencing environmental injustice or inequities.

- Inform and educate community members and other interested parties about ongoing HRPDC planning activities, and their potential role in those activities.
- Focus study and plan recommendations on investments that promote quality of life and mitigate adverse impacts for residents of Hampton Roads.
- Utilize public comment opportunities presented by partner agencies to lend a Title VI/EJ perspective to HRPDC policies, reports, and project documents.
- Create materials that effectively inform the public of the HRPDC's obligations and commitments under Title VI of the Civil Rights Act of 1964.

Title VI Legislation and Guidance

Title VI of the Civil Rights Act of 1964 created a foundation for future Environmental Justice regulations. Since the establishment of Title VI, Environmental Justice has been considered in local, state, and federal transportation projects. Section 42.104 of Title VI and related statutes require Federal agencies to ensure that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, national origin, age, sex, disability, or religion.

The National Environmental Policy Act of 1969 (NEPA) addresses both the social and economic impacts of Environmental Justice. NEPA stresses the importance of providing for "all Americans safe, healthful, productive, and aesthetically pleasing surroundings", and provides a requirement for taking a "systematic, interdisciplinary approach" to aid in considering environmental and community factors in decision-making.

The Civil Rights Restoration Act of 1987 further expanded Title VI to include all programs and activities of Federal-aid recipients, sub-recipients, and contractors whether those programs and activities are federally funded or not.

On February 11, 1994, President Clinton signed Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations. This piece of legislation directed every Federal agency to make Environmental Justice part of its mission by identifying and addressing all programs, policies, and activities that affect human health or the environment so as to identify and avoid disproportionately high and adverse effects on minority populations and low-income populations.

Rather than being reactive, federal, state, local, and tribal agencies must be proactive when it comes to determining better methods to serve the public who rely on transportation systems and other federally funded programs and services to increase their quality of life.

In April 1997, as a reinforcement to Executive Order 12898, the United States Department of Transportation (DOT) issued an Order on Environmental Justice (DOT Order 5610.2), which summarized and expanded upon the requirements of Executive Order 12898 to include all policies, programs, and other activities that are undertaken, funded, or approved by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), or other U.S. DOT components.

In December 1998, the FHWA issued the FHWA Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (DOT Order 6640.23), which mandated the FHWA and all its subsidiaries to implement the principles of Executive Order 12898 and U.S. DOT Order 5610.2 into all of its programs, policies, and activities.

On October 7, 1999, the FHWA and the FTA issued a memorandum Implementing Title VI Requirements in Metropolitan and Statewide Planning. This memorandum provided clarification for field offices on how to ensure that Environmental Justice is considered during current and future planning certification reviews. The intent of this memorandum was for planning officials to understand that Environmental Justice is equally as important during the planning stages as it is during the project development stages.

On August 11, 2000, President Bill Clinton signed Executive Order 13166: Limited English Proficiency, a presidential directive to federal agencies to ensure people with limited English proficiency have meaningful access to services. Executive Order 13166 ensures federal agencies and their recipients improve access for persons with Limited English Proficiency to federally conducted and federally-assisted programs and activities.

FHWA Order 6640.23A (June 14, 2012): Environmental justice at FHWA means identifying and addressing disproportionately high and adverse environmental or human health effects of the agency's programs, policies, and activities on minority populations and low-income populations to achieve a more equitable distribution of benefits and burdens from the agency's activities.

FTA Circular 4703.1 (August 15, 2012): This guidance provides recommendations to State Departments of Transportation, Metropolitan Planning Organizations, public transportation providers, and other recipients of FTA funds on how to engage EJ populations in the public transportation decision-making process fully; how to determine whether EJ populations would be subjected to disproportionately high and adverse human health or environmental effects as a result of a transportation plan, project, or activity; and how to avoid, minimize, or mitigate these effects.

On January 20, 2021 U.S. President Joe Biden signed his first Executive Order 13985: Advancing Racial Equity and Support for Underserved Communities Through the Federal Government. It directs the federal government to revise agency policies to account for racial inequities in their implementation.

On January 27, 2021 U.S. President Joe Biden signed Executive Order 14008: Tackling the Climate Crisis at Home and Abroad, introduced Justice40, which mandates that at least 40% of the benefits of certain federal programs must flow to disadvantaged communities.

Community Outreach Strategies

The HRTPO has incorporated various strategies to seek out and consider the transportation interests and needs of Hampton Roads residents, including those traditionally underserved by existing transportation systems. These groups are identified as:

- **Low to Moderate Income** – a person whose household income (or in the case of a community or group, whose median household income) “is at or below the U.S. Department of Health and Human Services poverty guidelines.” This includes the ALICE (Asset-Limited, Income-Constrained, Employed) population.
- **Federal Assistance Recipients** – people who receive grants or federal funds. The assistance might be in the form of public housing, food stamps, support services, or persons receiving Temporary Assistance for Needy Families (TANF) funds.
- **Zero Car Households** – Occupied households with no vehicle present.
- **Seniors** – The U.S. Census defines elderly as 65 years of age or older.
- **Historically Marginalized and Underserved Populations:**
 - People with disabilities – defined by the ADA as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such impairment, or a person who is perceived by others as having such an impairment
 - LGBTQ+ – an inclusive term for lesbian, gay, bisexual, transgender, queer or questioning, intersex, asexual, and more. These terms are used to describe a person’s sexual orientation or gender identity.
- **Minority Populations** – Persons considered to be minorities are identified in the Census as people of African, Hispanic, Asian, American Indian, or Alaskan Native origin (U.S. Census, STF301/Tbl008 and Tbl011; 1990). Executive Order 12898 and FHWA Orders on Environmental Justice consider minority persons as persons belonging to any of the following groups:
 - **Black** – Individuals with origins in any of the Black racial groups of Africa, including, for example, African American, Jamaican, Haitian, Nigerian, Ethiopian, and Somali.
 - **Hispanic** – Individuals of Mexican, Puerto Rican, Salvadoran, Cuban, Dominican, Guatemalan, and other Central or South American or Spanish culture or origin.
 - **Asian** – Individuals with origins in any of the original peoples of Central or East Asia, or South Asia, including, for example, Chinese, Asian Indian, Filipino, Vietnamese, Korean, and Japanese.
 - **American Indian/Alaskan Native** – Individuals with origins in any of the original peoples of North, South, and Central America, including, for example, Navajo Nation, Blackfeet Tribe of the Blackfeet Indian Reservation of Montana, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, Aztec, and Maya.

The HRPDC has included various strategies, listed below, specifically to reach these populations. In addition, the HRPDC has substantially increased its efforts to partner with regional agencies to share ideas and incorporate a wide range of ideas into the planning process.

The Communications and Inclusion Diversity Equity and Access (IDEA)/Civil Rights Departments are separate but work in conjunction on organizational goals and projects. Due to parallels in work activities and goals, Communications and IDEA/Civil Rights work activities are listed together below.

Work activities for the Communications and IDEA/Civil Rights departments include the following:

1. Develop a comprehensive Title VI, Public Involvement, and IDEA program.
2. Develop opportunities to inform the public by participating in community events and coordinating regional forums on regional planning issues, initiatives, and projects. This includes coordination with regional, state, and federal agencies, and HRPDC member jurisdictions.
3. Participate in public meetings, committee meetings, and hearings held by the HRPDC plus those held by local, state, and federal agencies as appropriate.
4. Use Social Media Platforms (Facebook, Nextdoor, LinkedIn, YouTube, etc.) to promote HRPDC, engage partner organizations, and increase awareness of the HRPDC by the public.
5. Respond to information requests from the general public.
6. Create publications that highlight the efforts of the HRPDC.
7. Support staff in public communications, engagement, and participation in HRPDC programs and projects, studies, plans, and programs.
8. Prepare newsletters and special features on timely issues.
9. Update the HRPDC website to enhance public participation and highlight various events and publications.
10. Respond to and/or facilitate response to general comments received via www.hrpdcva.gov, or by other means of communication from the general public, members of governments, and other stakeholders.
11. Review and evaluate public participation strategies, as necessary, to ensure effectiveness and outreach to a broad audience. Create public participation documents, such as the Public Participation Plan, as needed, to reflect federal mandates. The continued implementation of the HRPDC Title VI Plan and the HRPDC LEP Plan which include Title VI, Environmental Justice, and related authorities.
12. Provide training for public involvement staff to build, enhance, and broaden public involvement techniques.
13. Develop and implement outreach activities tailored to engage low-income and/or minority communities or households. Key activities include partnering with regional agencies that advocate for and/or provide services for traditionally underserved persons.

14. Secure and provide translation and/or interpreter services for the organization to be utilized on an as-requested basis.
15. Meet with community groups from varied sectors and with varied interests to provide information about the HRPDC's primary purpose and functions and gather input on key issues, programs, and activities they feel are critical.
16. Enhance and refine the existing Title VI/Environmental Justice framework used to identify Title VI/Environmental Justice communities as well as the benefit/burden analyses (including conducting a broad review of Environmental Justice methodologies by other agencies and investigating potential data sources).
17. Incorporate Title VI/Environmental Justice analysis into individual studies, programs, and plans contained in the HRPDC Work Program.
18. Update and maintain the HRPDC website.
19. Refine the HRPDC Communications Plan.
20. Create special reports as needed.
21. Explore and research additional forms of digital communications to improve public access to civic engagement opportunities.
22. Develop surveys to be accessed via the HRPDC social media sites, the HRPDC website, and libraries across the region.
23. Utilize external communications, including local and regional news outlets, to reach broader audiences.
24. Establish organizational branding and begin building awareness with public and constituent groups.

Communications and IDEA/Title VI Summary of Major Tasks and Activities

Task or Activity	Lead Staff Member	Project Schedule (Key Milestones)	End Product or Outcome	Funding (Amount & Source)
Tasks 1 - 24	Communications Administrator	Ongoing		
Task 1 - 22	DEI & Title VI/Civil Rights Liaison	Ongoing		

Emergency Management

Total budget including pro-rata share of Administration

\$2,413,576

Hampton Roads All Hazards Advisory Committee (AHAC)

The HRPDC staff will provide project management support for the All Hazards Advisory Committee (AHAC). This committee is a consolidated organization assuming the missions of the Regional Emergency Management Technical Advisory Committee, Hampton Roads Urban Area Working Group, Hampton Roads Regional Catastrophic Planning Team, Hampton Roads Metropolitan Medical Response System Oversight Committee, and Hampton Roads Interoperable Communications Advisory Committee. The group was established to reduce duplication of efforts, enhance collaboration, and establish a governance structure with the necessary flexibility to enhance disaster prevention, preparedness, response, recovery, and mitigation in the Hampton Roads region while serving in an advisory capacity to the Hampton Roads Planning District Commission. Staff will also support AHAC's mission by partnering with Federal and State agencies, private entities, and the residents of Hampton Roads. The following AHAC Subcommittees will be supported:

- AHAC Interoperable Communications Subcommittee
- AHAC Urban Area Working Group
- AHAC Cybersecurity Subcommittee

Staff Support, Planning, and Technical Assistance

HRPDC staff support and technical assistance are provided on a regional basis, not only to its member local jurisdictions, but also to a variety of regional homeland security, emergency management, and voluntary organizations. This participation involves a number of different types of services that, when viewed separately, do not constitute a separate and distinct work element.

Grants Management

The HRPDC staff will provide management and administration of emergency management and homeland security grants and associated project management to fill capability gaps within the region. In addition to coordinating the regional application of these grants, emergency management staff also provide direct management of several regional projects. These grants and projects include:

- The Urban Areas Security Initiative (UASI): UASI program funds address the unique risk-driven, capabilities-based planning, organization, equipment, training, and exercise needs of high-threat, high-density urban areas and assist them in building an enhanced and sustainable capacity to prevent, protect against, mitigate, respond to, and recover from acts of terrorism.
- The State Homeland Security Program (SHSP): SHSP supports the implementation of risk-driven, capabilities-based State Homeland Security Strategies to address capability targets set in Urban Areas, State, and regional Threat and Hazard Identification and Risk Assessments (THIRAs). The capability targets are established during the THIRA process and assessed in the State Preparedness Report (SPR) and include planning,

organization, equipment, training, and exercise needs to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events.

Associated Projects Managed by the HRPDC:

<ul style="list-style-type: none">• FY22 UASI Regional Crisis Communications Plan• FY22 UASI MCI Transportation• FY22 UASI Cybersecurity• FY22 UASI MCI and Mass Care• FY22 UASI All Hazards Planner• FY22 UASI MCI Exercise• FY22 UASI Regional Logistics Plan• FY22 SHSP CBRNE Pharmaceuticals• FY22 SHSP MMRS Computer Replacement	<ul style="list-style-type: none">• FY23 UASI Cybersecurity• FY23 UASI Interoperable Communications• FY23 UASI Mass Casualty Incident Communications Platform• FY23 UASI Mass Casualty Incident and Mass Care• FY23 UASI Mass Casualty Incident Transportation• FY23 UASI Planning• FY23 UASI THIRA
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Threat and Hazard Identification and Risk Assessments (THIRA)

HRPDC staff facilitates the annual THIRA. The THIRA is a three-step risk assessment process that helps the region document risks and plan what needs to be done to address them. This document seeks to answer the following:

1. What threats and hazards can affect Hampton Roads?
2. If they occurred, what impacts would those threats and hazards have on our region?
3. Based on those impacts, what capabilities should the regional community have?

Product: 2023 THIRA

Regional Emergency Public Information Plan

During an emergency, providing factual, accurate, and timely information to the public, the media, and state and federal officials is crucial to an effective response. This plan is intended to serve as a framework for all Hampton Roads localities and relevant agencies involved in the

creation and dissemination of emergency public information with the goal of enhancing preexisting coordination and collaboration.

Product: Regional Emergency Public Information Plan/Framework

Cybersecurity Enhancement

Cybersecurity is the state or process of protecting and recovering networks, devices, and programs from any type of cyberattack. Cyberattacks are an evolving danger to organizations, employees, and the public. In recent years, there has been an increase in cyberattacks on government agencies. The HRPDC seeks to assist cybersecurity efforts for local governments in Hampton Roads.

Products: Cybersecurity Assessments, Cybersecurity Policies, and Procedures, Cyberattack Response Plans, Cyberattack Business Impact Analysis, Data Classification, Cyber Response Planning

Regional Logistics Planning

Logistics are an essential component of emergency response plans at local, regional, state, and national levels to ensure the availability of the right products in the right location at the right time and in the right quantities. Logistics planning for a disaster requires knowledge of the geographic, social, political, cultural, and physical characteristics of the region. In general, logistics planning addresses the following questions:

- What resources are needed, and in what quantity?
- How can they be procured?
- How can they be transported to the affected location?
- How can they be received, staged, stored, distributed, and tracked?
- Which organizations have critical roles and responsibilities in the logistics supply chain?
- How is coordination regarding logistics activities achieved between different organizations?

Building on recent efforts of the Regional Catastrophic Preparedness Grant, the HRPDC seeks to update and potentially consolidate regional logistics planning efforts.

Product: Regional Logistics Plan/Framework

Interoperable Communications

During an emergency, interoperable communications are vital to an effective response. Hampton Roads has invested heavily in interoperable communications equipment. The HRPDC is tasked with assisting with planning efforts to ensure strategic investment and sustainment of these critical assets.

Product: Regional Interoperable Communication Strategic Planning

Sheltering

Sheltering plays a large part in the disaster response in Hampton Roads. Traditionally, sheltering has been managed by localities with state assistance. In recent months, stakeholders have identified potential regional collaboration possibilities to enhance sheltering operations. The HRPDC will work with state and local stakeholders to explore and implement these strategies where appropriate.

Product: To Be Determined

Regional Sustainment

The Hampton Roads region has received numerous homeland security and emergency management grants to enhance preparedness. These grants have been used to build critical emergency response capabilities that must be sustained.

Product: Sustainment Planning

Regional Operational Coordination

During an emergency, it is imperative that local, state, and federal entities work together and share information. Several possibilities have been identified to increase regional emergency coordination. The HRPDC will work with AHAC to identify and implement a solution to enhance coordination.

Product: Enhanced regional coordination.

Emergency Management Summary of Major Tasks and Activities

Task or Activity	Lead Staff Member	Project Schedule (Key Milestones)	End Product or Outcome	Funding (Amount & Source)
Committee Support	John Sadler	N/A	N/A	39800
Grants Management	John Sadler	Ongoing (various projects)	Multiple	UASI / SHSP
UASI Application	John Sadler	Awaiting on Federal NOFO	Completed Application	39800
THIRA	John Sadler	Project Underway	Updated THIRA	UASI Grant

Task or Activity	Lead Staff Member	Project Schedule (Key Milestones)	End Product or Outcome	Funding (Amount & Source)
Committee Support	John Sadler	N/A	N/A	39800
Grants Management	John Sadler	Ongoing (various projects)	Multiple	UASI / SHSP
UASI Application	John Sadler	Awaiting on Federal NOFO	Completed Application	39800
Public Information Plan / Framework	John Sadler	Working Group Identified to determine next steps	Regional Emergency Public Information Plan/Framework	UASI Grant Funded Staff
Cybersecurity Enhancement	John Sadler	The contractor working with localities	Multiple	UASI Grant
Regional Logistics Plan/ Framework	John Sadler	Working Group Identified to determine next steps	Regional Logistics Plan / Framework	UASI Grant Funded Staff
Interoperable Communications Strategic Planning	John Sadler	Dependent on an upcoming committee vote.	Sustainable, Regional Interoperable Communications	UASI Grant
Sheltering	John Sadler	Working Group Identified to determine next steps	Enhanced sheltering capabilities.	39800
Regional Sustainment	John Sadler	Working Group Identified to determine next steps	Regional sustainment fund	39800
Regional Operational Coordination	John Sadler	Working Group Identified to determine next steps	Enhanced regional coordination.	39800

Environmental Education

Total budget including pro-rata share of Administration

\$2,858,444

Help to Others (H2O) Program

In 1999, the localities of Hampton Roads created the Help to Others (H2O) Program to provide one-time financial assistance to individuals going through financial hardship who are unable to pay their water and wastewater utility bills.

All seventeen member localities, the Town of Windsor, and HRSD participate in the program. Assistance to individuals is funded through contributions made by residents.

The HRPDC staff has taken steps to incorporate the Program as a nonprofit to ensure the deductibility of donations. The State Corporation Commission (SCC) approved the incorporation of the H2O Program in November 2007. The H2O Program Board of Directors held its organizational meeting in March 2009. In early 2011, the Internal Revenue Service (IRS) formally approved the non-profit status of the program and the tax-deductibility of donations. An MOA has been executed among the HRPDC, HRSD, and the H2O Program Board. A companion agreement has been executed between the H2O Program Board and the Salvation Army, providing for the Salvation Army to conduct eligibility screening on behalf of the program. This task provides for program coordination with participating entities, required financial reporting, development and promotion of the program, and procurement of donation envelopes and other materials.

Administration of the H2O program is funded through the Regional Water Program by a special local government contribution, and all donations to the program go directly to helping local families in need.

H2O Program Summary of Major Tasks and Activities

Budget	Funding Source	Lead Staff
\$84,607	Program contributions from member jurisdictions & HRSD	Katie Cullipher

Activities	Schedule	Products
Fundraising	Ongoing	Paypal account management, fundraising campaigns, promotional materials, social media, public relations, and marketing materials
Shareh2o.org website	Ongoing	Website hosting, development tasks, content management, Paypal integration, and maintenance
Financial reporting	Fiscal year-end and tax filing deadline of November 15	IRS forms for tax filing, donation, and local utility distribution and usage reporting

Activities	Schedule	Products
Program administration & partner coordination	September Board of Directors Annual Meeting, ongoing	Annual Meeting of the H2O Board of Directors, HRSD coordination, H2O Program partner meetings, general correspondence, SCC annual report
Funding Allocations	Every two months	Jurisdiction allocation reports to Salvation Army representatives and utility billing contacts

askHRgreen.org

Environmental education efforts are focused on the following key topic areas: water conservation and awareness; stormwater education and pollution prevention; recycling, litter prevention, and community beautification; and sanitary sewer overflow prevention. Four separate regional committees comprised of technical experts oversee each of these environmental education initiatives but blend their messages under the umbrella brand of askHRgreen.org.

With both qualitative and quantitative research guiding this effort, the askHRgreen.org website was created as the region's portal to engage Hampton Roads residents in the green conversation. In FY 2025, the focus will be on continuing and enhancing successful public relations efforts to gain added value media, seeking new media and community partners, increasing website visitation and newsletter subscribers, enhancing our social media presence, and building engagement across all platforms. The campaign will continue to use the results of marketing research to further improve branding and messaging as well as support media strategies and public relations initiatives.

This program is funded through special local government contributions provided through the Water & Wastewater, Stormwater, and Recycling & Beautification Environmental Education Program budgets.

askHRgreen.org: Stormwater Education Subcommittee & Program

The HRPDC will continue to staff the Stormwater Education Subcommittee. This effort includes the facilitation of the subcommittee process; management of the budget and consultant contracts; development and implementation of a comprehensive and cost-effective marketing program; coordination of stormwater, water quality, and watershed management education programs; and development of stormwater-specific educational materials and programs. The HRPDC staff will prepare the askHRgreen.org annual report, which is used by localities with MS4 permits to document public outreach initiatives.

Information is delivered under the umbrella of askHRgreen.org. In FY 2025, messaging and outreach will focus on reducing pollution of Hampton Roads waterways by increasing watershed awareness and promoting best management practices to residents and businesses.

This program is supported through the Regional Stormwater Management Program by a special local government contribution.

Stormwater Education Program Summary of Major Tasks and Activities

Budget	Funding Source	Lead Staff
\$156,654	Program contributions from member jurisdictions	Katie Cullipher, Rebekah Eastep

Activities	Schedule	Products
askHRgreen.org website	Ongoing	Website hosting, development tasks, content management, maintenance, blog articles, event calendar
Promotions	Ongoing	Educational materials, paid media campaigns, public relations, social media, community events, special projects, and graphic design
Procurement	Ongoing, fiscal year-end	Committee budget, consultant contracts, promotional and print materials
Regional partner coordination	Ongoing, monthly	Monthly committee meetings, annual askHRgreen all-hands meeting, special events, general correspondence, Bay Star Homes Program, Bay Star Business Program
Grants management	Ongoing	askHRgreen environmental education mini-grant program, askHRgreen pet waste station grant program, askHRgreen cigarette receptacle grant program
Reporting	September	askHRgreen fiscal year annual report, grant reporting

askHRgreen.org: Recycling and Beautification Subcommittee & Program

askHRgreen.org: Recycling and Beautification Subcommittee is a regional coalition of local Clean Community and Recycling Coordinators that promotes litter prevention, recycling, beautification, and general environmental awareness. HRPDC staff facilitates the subcommittee process; management of the budget and consultant contracts; development and implementation of a comprehensive and cost-effective marketing program; coordination of programs and events; and development of educational materials.

Information is delivered under the umbrella of askHRgreen.org. In FY 2025, messaging and outreach will focus on waste reduction, improving the quantity and quality of materials

collected through municipal recycling and hazardous waste disposal programs, and reducing litter in Hampton Roads communities.

This program is funded through a special local government contribution.

Recycling and Beautification Program Summary of Major Tasks and Activities

Budget	Funding Source	Lead Staff
\$135,929	Program contributions from member jurisdictions	Katie Cullipher, Rebekah Eastep

Activities	Schedule	Products
askHRgreen.org website	Ongoing	Website hosting, development tasks, content management, maintenance, blog articles, event calendar
Promotions	Ongoing	Educational materials, paid media campaigns, public relations, social media, community events, special projects, and graphic design
Procurement	Ongoing, fiscal year-end	Committee budget, consultant contracts, promotional and print materials
Regional partner coordination	Ongoing, monthly	Monthly committee meetings, annual askHRgreen all-hands meeting, special events, general correspondence
Grants management	Ongoing	askHRgreen environmental education mini-grant program, askHRgreen cigarette receptacle grant program, DEQ Litter Prevention and Recycling Competitive Grant, EPA Recycling Education & Outreach Grant
Reporting	September	askHRgreen fiscal year annual report, grant reporting

askHRgreen.org: Fats, Oils and Grease (FOG) Education Subcommittee & Program

During FY 2004-2005, the Directors of Utilities Committee and the HRPDC finalized the direction and scope of the Fats, Oils and Grease educational program. HRPDC staff facilitates the subcommittee process; management of the budget and consultant contracts; development and implementation of a comprehensive and cost-effective marketing program; coordination of programs and events; and development of educational materials.

Information is delivered under the umbrella of askHRgreen.org. In FY 2025, messaging will continue to focus on the proper disposal of fats, oils, grease, and food waste in both home and commercial kitchens as well as reminding residents of "what not to flush." In addition, co-

promotions will be coordinated with the Water Awareness Subcommittee's efforts regarding various water and wastewater infrastructure issues.

The regional Fats, Oils and Grease program includes regional coordination of training for local food service establishment employees and grease haulers. A web-based training program for both of these sectors is available at www.hrfog.com and ongoing maintenance support and development are necessary to maintain and enhance the website. HRPDC staff also facilitates updates to the Hampton Roads Model FOG Ordinance and the Hampton Roads Technical Standards for Grease Control Devices.

This program is funded by the Regional Wastewater Program through a special local government contribution.

Fats, Oils and Grease Education Program Summary of Major Tasks and Activities

Budget	Funding Source	Lead Staff
\$216,333	Program contributions from member jurisdictions and HRSD	Katie Cullipher, Rebekah Eastep

Activities	Schedule	Products
askHRgreen.org website	Ongoing	Website hosting, development tasks, content management, maintenance, blog articles, event calendar
Hrfog.com website	Ongoing	Website hosting, development tasks, training resources and content management, and maintenance
Promotions	Ongoing	Educational materials, paid media campaigns, public relations, social media, community events, special projects, and graphic design
Procurement	Ongoing, fiscal year-end	Committee budget, consultant contracts, promotional and print materials
Regional partner coordination	Ongoing, monthly	Monthly committee meetings, annual askHRgreen all-hands meeting, special events, general correspondence, Model FOG Ordinance, GCD Technical Standards
Grants management	Ongoing	askHRgreen environmental education mini-grant program
Reporting	September	askHRgreen fiscal year annual report

askHRgreen.org: Water Awareness Subcommittee & Program

The HRPDC will continue to act as the administrative agent for the askHRgreen.org Water Awareness Subcommittee. This program, which began as a cooperative water conservation education program in 1994, involves promoting the value of the region's safe drinking water supply, encouraging wise water use, and educating residents on the importance of maintaining the region's vast network of water infrastructure. HRPDC staff facilitates the subcommittee process; management of the budget and consultant contracts; development and implementation of a comprehensive and cost-effective marketing program; coordination of programs and events; and development of educational materials.

Information is delivered under the umbrella of askHRgreen.org. In FY 2025, messaging and outreach will focus on conservation, communicating the value, quality, and reliability of tap water, the importance of maintaining our infrastructure, and other related drinking water topics.

Funding is provided through the Regional Water Program through a special local government contribution.

Water Awareness Program Summary of Major Tasks and Activities

Budget	Funding Source	Lead Staff
\$241, 592	Program contributions from member jurisdictions	Katie Cullipher, Rebekah Eastep

Activities	Schedule	Products
askHRgreen.org website	Ongoing	Website hosting, development tasks, content management, maintenance, blog articles, event calendar
Promotions	Ongoing	Educational materials, paid media campaigns, public relations, social media, community events, special projects, and graphic design
Procurement	Ongoing, fiscal year-end	Committee budget, consultant contracts, promotional and print materials
Regional partner coordination	Ongoing, monthly	Monthly committee meetings, annual askHRgreen all-hands meeting, special events, general correspondence
Grants management	Ongoing	askHRgreen environmental education mini-grant program
Reporting	September	askHRgreen fiscal year annual report

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Housing and Human Services

Total budget including pro-rata share of Administration

\$3,451,948

Housing and Human Services - Technical Assistance

The HRPDC staff participates in and exists as a liaison between a number of multi-jurisdictional organizations concerned with housing and human services issues, such as programs and initiatives pertaining to affordable housing, services, and programs for the disabled, as well as services for seniors. Due to its unique access and regional orientation, the HRPDC is frequently asked to provide planning and needs assessment information to support the work of these organizations. The following activities are anticipated:

- Act as Regional Administrator and fiscal agent for the Hampton Roads Loan Fund Partnership, a state-sponsored homeownership program for low-income households.
- Provide management and development of the Regional Adequate Housing Initiative's activities, goals, and design.
- Support the research, educational, and professional training activities of the Hampton Roads Housing Consortium (HRHC), a regional association of government, non-profit, and private sector housing organizations. Staff will also assist in the development of a five-year strategic plan as well as the implementation of a new training center for regional housing partners..
- Provide staff support and assistance to the Hampton Roads Disabilities Board.
- Host periodic meetings of Consolidated Plan coordinators from the city and county governments.
- Participate as a Board Member for Senior Services of Southeastern Virginia (SSSEVA) and other regional and state organizations.

In addition to the external assistance noted above, the staff will monitor U.S. Census releases and other available data to identify significant trends in housing, income distribution, and social characteristics with particular emphasis on:

- Composition, age, quality, and market value of the housing stock.
- Housing availability and affordability for various demographic groups.
- Housing Studies that evaluate and analyze transit/transportation planning.

Products: Studies, Reports, Seminars, Letters/Memoranda, Speaking Appearances, Update Articles

Hampton Roads Loan Fund Partnership (HRLFP) Administrative Support

The HRLFP was organized in late 1996 to enable participation in the Virginia Single Family Regional Loan Fund, a statewide homeownership assistance program for low-income households. Throughout the years, the program design has changed to meet the current trends in addressing the disparity in homeownership for low- and moderate-income buyers. Currently, the program provides flexible gap financing for first-time homebuyers at or below 80 percent of the Area Median Income (AMI) to purchase homes that are safe, decent, and accessible. Funding for this program is made possible through funding from the Department of Housing and Urban Development (HUD). The down payment assistance is provided in the form

of a grant with a mandatory “affordability period” for the applicant to continue to occupy the house as their primary residence.

Along with its goals for expanding homeownership opportunities, the HRLFP supports local community development priorities by providing information and referral to community resources for projects in targeted neighborhoods and redevelopment areas. HRLFP partner organizations include Redevelopment and Housing Authorities, local governments, and nonprofit housing organizations. By mutual agreement of the partner organizations, the HRPDC acts as Regional Administrator for the HRLFP and fiscal agent for administrative support funds. Direct allocations are also administered for Chesapeake, Portsmouth, and Isle of Wight/Smithfield. (see additional tasks below)

HRLFP funds are divided into two elements for accounting purposes:

- Element 3004 administrative funds are provided by the Virginia Department of Housing and Community Development (VDHCD) to offset program-related labor, document reproduction, mailing, telephone charges, and miscellaneous costs incurred by the HRPDC staff.
- Element 3005 is a pass-through account for processing federal down payment and closing cost assistance funds provided through VDHCD.

Product: Homeownership Assistance Loans, Progress and Status Reports

City of Portsmouth – Down Payment & Closing Cost Program “Come Home to Portsmouth”

The HRPDC staff serves as the administrator of HOME funds in the City of Portsmouth in administering down payment and closing cost assistance. This city-wide program is designed to expand homeownership opportunities to low and moderate-income households.

The program works in partnership with HUD-Approved Housing Counseling partners that provide homeownership education and pre-purchase counseling to buyers to ensure the buyer is successful in homeownership. By mutual agreement with the City of Portsmouth, the HRPDC acts as Administrator for the HOME funding and fiscal agent for administrative support funds.

Funds are divided into two elements for accounting purposes:

- Element 3090 administrative funds are provided by the City of Portsmouth to offset program-related labor, document reproduction, mailing, telephone charges, and miscellaneous costs incurred by the HRPDC staff.
- Element 3005 is a pass-through account for processing federal HOME down payment and closing cost assistance funds provided through the City of Portsmouth.

Product: Homeownership Assistance Loans, Progress and Status Reports

City of Chesapeake – Down Payment & Closing Cost Program “Call Chesapeake HOME”

The HRPDC staff serves as the administrator of HOME funds in the City of Chesapeake in administering down payment and closing cost assistance. This city-wide program is designed to expand homeownership opportunities to low- and moderate-income households.

The program works in partnership with HUD-Approved Housing Counseling partners that provide homeownership education and pre-purchase counseling to buyers in an effort to ensure the buyer is successful in homeownership. By mutual agreement with the City of Chesapeake, the HRPDC acts as Administrator for the HOME funding and fiscal agent for administrative support funds.

Funds are divided into two elements for accounting purposes:

- Element 3006 administrative funds are provided by the City of Chesapeake to offset program-related labor, document reproduction, mailing, telephone charges, and miscellaneous costs incurred by the HRPDC staff.
- Element 3005 is a pass-through account for processing federal HOME down payment and closing cost assistance funds provided through the City of Chesapeake.

Product: Homeownership Assistance Loans, Progress and Status Reports

Isle of Wight County/Smithfield – Down Payment & Closing Cost Program “Make Isle of Wight HOME”

The HRPDC staff serves as the administrator of HOME funds for Isle of Wight County/Smithfield in administering down payment and closing cost assistance. This county-wide program is designed to expand homeownership opportunities to low- and moderate-income households.

The program works in partnership with HUD-Approved Housing Counseling partners that provide homeownership education and pre-purchase counseling to buyers in an effort to ensure the buyer is successful in homeownership. By mutual agreement with the Isle of Wight/Smithfield, the HRPDC acts as Administrator for the HOME funding and fiscal agent for administrative support funds that are managed through a consortium of cities and counties of the Western Tidewater Consortium.

Funds are divided into two elements for accounting purposes:

- Element 3008 administrative funds are provided by Isle of Wight/Smithfield to offset program-related labor, document reproduction, mailing, telephone charges, and miscellaneous costs incurred by the HRPDC staff.
- Element 3005 is a pass-through account for processing federal HOME down payment and closing cost assistance funds provided through the Isle of Wight/Smithfield in conjunction with the Western Tidewater Consortium.

Product: Homeownership Assistance Loans, Progress and Status Reports

Virginia Association of Planning District Commissions-Virginia Housing Grant

HRPDC staff will continue to provide project management and oversight for the regional \$3 million grant project sponsored by Virginia Housing in partnership with the Planning District Commissions represented under the Virginia Association of Planning District Commissions' umbrella. Projects identified through local government and housing authorities were identified, and PDC staff will be responsible for providing needed gap funding to ensure projects are completed. Current projects identified encompass affordable rental units, homeownership opportunities, and several adaptive-use projects where mixed-use features are included.

Product: Delivery of new affordable units throughout the project timeline.

Development of Regional Housing Service Portal (RHSP)

The HRPDC Staff will continue to provide information and tools through the Regional Housing Service Portal for the HRPDC. This effort will continue through FY 2024 with the completion of the online customer website with efforts to merge these efforts into the "Adequate Housing Initiative." The purpose of this tool is to continue to provide a "one-stop-shop" environment for obtaining and accessing reliable and legitimate services for housing such as first-time homebuyer education and counseling, local housing programs, zoning, codes, and foreclosure prevention.

There are numerous housing-related organizations in Hampton Roads that provide varied down-payment/closing cost assistance, first-time homebuyer education, foreclosure prevention, rental counseling, and housing services for persons with disabilities. The HRPDC staff will work to continue to update services and programs in the web portal for consumers and housing providers to utilize. Staff will identify gaps in housing services and continue creating a toolbox of resources for housing providers.

Product: RHSP Web Portal, Reports, Studies, Update Articles

Regional Housing Assessment

The HRPDC is seeking to commission a first-of-its-kind study to examine the entire housing landscape unique to Hampton Roads. Regional leaders have been meeting regularly to identify this plan's key components and the necessary funding to support this endeavor. The study and resources from this effort can then serve as the foundation for addressing and guiding regional initiatives intent on providing adequate housing for all our residents. The HRPDC recognizes that understanding the complex structure of housing is necessary before long-term progress can be made in the housing arena. In October 2022, the HRPDC Commission approved the creation of a Housing Workgroup to begin the critical work in understanding the region's

housing needs and the importance of establishing a multi-discipline approach. The Housing Workgroup held its inaugural meeting in January 2023, with a follow-up meetings throughout 2023 with various community groups, stakeholders, and elected officials. The HRPDC board approved the implementation of this assessment and this effort will continue into 2024-2025.

Products: Market Analysis for each locality, best practices, reports, recommendations

Housing & Human Services Summary of Major Tasks and Activities

Task or Activity	Lead Staff Member	Project Schedule	Deliverables or Outcome	Funding (Amount & Source)
HRLFP Pass-through funds to closings for down payment and closing cost assistance	Shernita Bethea, Housing Administrator	Ongoing assistance to low- and moderate-income buyers/Monthly reporting to City/Annual reporting and budget management	Recorded Closing Settlement from Buyer's Closing	\$117,750 (Annual Period) H.O.M.E funds – <i>Department of Housing & Urban Development (HUD)</i> – Funding from the Department of Housing & Community Development (DHCD)
Regional Coordination	Shernita Bethea	Ongoing	Educational materials, meetings, and outreach to community partners	Pending
Come HOME to Portsmouth	Housing Staff	Ongoing assistance to low- and moderate-income buyers/Monthly reporting to City/Annual reporting and budget management	Closing documentation, recorded deed from City. (<i>Creation of new homebuyers</i>)	~\$207,000 (fiscal) H.O.M.E funds – <i>Department of Housing & Urban Development (HUD)</i> -Allocation from the City of Portsmouth

Task or Activity	Lead Staff Member	Project Schedule	Deliverables or Outcome	Funding (Amount & Source)
Call Chesapeake HOME	Shernita L. Bethea/ Housing Staff	Ongoing assistance to low-and moderate-income buyers/Monthly reporting to City/Annual reporting and budget management	Closing documentation, recorded deed from City. <i>(Creation of new homebuyer)</i> <i>Client outreach through programs and information and referral</i>	~\$175,000 (fiscal) H.O.M.E funds - <i>Department of Housing & Urban Development</i> (HUD)- Allocation from the City of Chesapeake
HRPDC – Regional Adequate Housing Assessment	Housing Staff	Ongoing planning, meetings, and stakeholder engagement	Creation of Best Practices, Gap Analysis, and tools and reports to strengthen housing opportunities in the Hampton Roads region	Fund Development to take place in FY25 for the project.
VAPDC – Virginia Housing Grant	Shernita L. Bethea and Finance Staff.	Ongoing project oversight to 9 grantees and 11 projects	Qualified quarterly receipts and documents submitted to Staff as proof of project status	\$3 million (passthrough and program management costs included (3-year grant cycle)
Staff Support of regional housing consortium/network (HRHC)	Shernita L. Bethea	Monthly support/Quarterly training and outreach	Reports, Training	Pending
Housing & Commuting Study (LRTP)	Shernita L. Bethea	1st Half (FY25)	Compilation of studies, reports, and data for preparation of formal needs study	3001 TA

Task or Activity	Lead Staff Member	Project Schedule	Deliverables or Outcome	Funding (Amount & Source)
Make Isle of Wight HOME	Housing Staff	Ongoing assistance to low-and moderate-income buyers/Monthly reporting to City/Annual reporting and budget management	Closing documentation, recorded deed from County. <i>(Creation of new homebuyer)</i>	Funding part of revolving pool H.O.M.E funds - <i>Department of Housing & Urban Development (HUD)</i> -Allocation from the Western Tidewater Consortium

Planning and Economics

Total budget including pro-rata share of Administration

\$23,978,418

The Planning & Economics department supports a broad range of activities within the HRPDC and HRTPO, the member jurisdictions, and the regional, state, and federal partners. Much of the day-to-day “technical assistance” in regional Planning & Economics supports diverse efforts, focusing specifically on applying a regional approach to advance the efforts of the numerous partners.

In this coming year, there are several priorities that the HRTPO and HRPDC are excited to tackle. With respect to regional planning, staff will continue to convene the Regional Planning Directors to facilitate a forum for discussion, enable networking opportunities, as well as to identify and address planning-specific issues across member jurisdictions. Staff will be working with the Chesapeake Bay Preservation Act Workgroup and the Regional Environmental Committee to provide information and analysis to local planning staff in the hopes of addressing issues of mutual concern. The Department of Housing and Community Development requires that Planning District Commissions maintain a strategic plan and staff will be looking to update the HRPDC’s existing plan to ensure that it remains relevant and forward-facing. Staff will also be investigating whether there is potential for a regional approach to recycling efforts. Staff will continue to search for brownfield funding opportunities to assist the localities in gaining access to funding.

Over the past four years, staff has worked to develop a regional spatial dataset portal to collect, organize, and advance the use of spatial datasets in an efficient and consistent manner at HRGEO.com. Maintaining and improving this portal will remain a priority this year, as staff works to advance regional GIS tools for organizations across Hampton Roads.

Staff completed a Regional Comprehensive Economic Development Strategy (CEDS), rolling the work of the 757 Economic Recovery and Resiliency Action Framework into the existing economic development plans, which was submitted to the Economic Development Administration for approval. Staff will be monitoring CEDS activities and reporting to the EDA as required.

On December 14, 2021, HRPDC, in partnership with Charter Communications, was awarded a \$21 million Virginia Telecommunications Initiative (VATI) grant to bring universal broadband coverage to the City of Suffolk, Counties of Isle of Wight, and Southampton. The grant is providing needed funding to build a reliable and affordable high-speed fiber internet network in the areas of Western Hampton Roads that are currently without service. As a regional effort, this project supports the Hampton Roads Regional Broadband Initiative, which is endorsed by all 17 member localities of the HRPDC and will harness the opportunities presented by the subsea cables coming ashore in Virginia Beach. HRPDC staff is managing the VATI grant throughout the buildout process which is expected to be completed in 2024.

The HRPDC is serving at the Local Development District (LDD) for the Southeast Crescent Regional Commission. In this role, the HRPDC will assist organizations within the Planning District in applying for grants to support economic development and infrastructure improvements in disadvantaged communities.

Finally, staff continues to look for opportunities to advance efforts on diversity, equity, and inclusion, as well as environmental justice across a variety of platforms. Staff will gather information on what data and tools are available to assist local and regional planning efforts to include a lens of social equity when making planning decisions. If applicable, staff will begin working on compiling data and developing tools that could assist in the planning and evaluation process.

Staff Support and Technical Assistance for Planning

In the Regional Cooperation Act, the Code of Virginia calls for planning district commissions to:

- Collect, maintain, and analyze demographic, economic, and geographic information.
- Provide sound and orderly social, economic, and physical development of the region.
- Conduct regional strategic planning.

In order to fulfill this role, the HRPDC staff will provide support and technical assistance on a regional basis to its member jurisdictions as well as a variety of regional organizations. The following is a list of committees and organizations that are likely to receive some form of staff support or technical assistance.

- HRPDC Commission and Member Jurisdictions
- HRPDC Chief Administrative Officers
- HRPDC Mayors and Chairs Caucus
- HRPDC Regional Construction Standards Committee
- Hampton Roads Sanitation District (HRSD)
- Southeastern Public Service Authority of Virginia (SPSA)
- Virginia Peninsula Public Service Authority (VPPSA)
- Soil and Water Conservation Districts
- HRPDC Regional Environmental Committee
- Hampton Roads Transportation Planning Organization (HRTPO)
- Hampton Roads Transportation Accountability Commission (HRTAC)
- Hampton Roads Transit Planning Organization
- Hampton Roads Military and Federal Facility Alliance (HRMFFA)
- HRPDC Planning Directors Committee
- Hampton Roads Budget Directors
- Hampton Roads Alliance
- Greater Williamsburg Partnership
- Hampton Roads Workforce Council
- The Planning Council
- HRPDC Chesapeake Bay Preservation Act Workgroup
- Southside Network Authority
- Directors of Utilities
- Coastal Resiliency Committee

Throughout the fiscal year, the HRPDC staff will meet with members of the region's General Assembly, Congressional Delegations, and major news media to advise and discuss matters of regional importance

The HRPDC will continue to serve as the Regional Clearinghouse for Intergovernmental Reviews of federal grant applications pursuant to Executive Order 12372.

Technical assistance will be provided to the jurisdictions on short-term projects such as grant applications, review of plans and studies, geographic information systems (GIS) technical support, assistance with regulatory proposals, comments on other planning matters, facilitation of various local and agency initiatives, and analysis of state and federal actions. When requested, the staff will provide ongoing technical input to major local planning efforts, such as:

- City, County, and Town Comprehensive Plans
- City, County, and Town Development Ordinances

The HRPDC will work with various media outlets to provide residents with public information and education concerning the activities of the HRPDC. This will include newsletter articles, public forums, online polls, and representation in the various regional speakers' bureaus.

The staff will perform specific technical assistance projects, including technical analyses, graphic design, and printing for other governmental agencies, non-profit entities, and private enterprises. Payment for such efforts will include personnel costs as well as other direct and indirect costs.

Products: Letters, Memoranda, Reports, Data

Regional Solid Waste Management Planning

In 2012, the HRPDC was designated as the regional solid waste planning agency with responsibility for maintaining the regional solid waste management plan and completing the annual Recycling Rate Reports for the localities in the SPSA service area.

In 2023, HRPDC staff supported a public hearing process in conjunction with a pair of major amendments to the Regional Solid Waste Plan for Southeastern Virginia (RSWMP). Public hearings were held in each of the Southeastern Public Service Authority (SPSA) member localities to allow for public comment on the proposed plan amendments.

During the fiscal year, the HRPDC staff will continue to maintain the RSWMP (SPSA service area) and complete the annual Recycling Rate Reports for the SPSA member communities.

Products: Regional Plan Updates, Annual Recycling Rate Reports

Virginia Telecommunications Initiative

In December of 2021, HRPDC and Charter Communications were awarded a \$21 million Virginia Telecommunications Initiative (VATI) grant to bring universal broadband coverage to the City of Suffolk and the Counties of Isle of Wight and Southampton. The grant is providing needed funding to build a high-speed, reliable, and affordable fiber internet network to areas of western Hampton Roads that are currently without service. This project is moving ahead rapidly with over one million feet of fiber optic cable installed. In total, 12,223 homes, businesses, and community anchors will gain access to broadband.

Universal access to broadband will allow Hampton Roads to continue to develop as a nationally connected 21st-century community and international information gateway and provide the region with the necessary infrastructure to support economic growth, new ways of learning, and access to healthcare services. As a regional effort, this project supports the Hampton Roads Regional Broadband Initiative, which is endorsed by all 17 member localities of the HRPDC and will harness the opportunities presented by the subsea cables coming ashore in Virginia Beach.

HRPDC staff, along with representatives from each of the three participating localities, and Charter Communications are working together to build out the network, which is anticipated to be completed in 2024.

Products: Grant Administration, Meeting Facilitation, Presentations

Hampton Roads Regional GIS

HRPDC staff continues to build the regional Geographic Information Systems (GIS) open data portal known as HRGEO. HRGEO publishes dozens of regional GIS data layers related to HRPDC and HRTPO projects as well as “collaborative” regional layers which can be downloaded by the public from the website. Collaborative regional GIS data layers are created by combining existing local government GIS data and converting it to regional data standards. The HRPDC partners with the Hampton Roads Sanitation District (HRSD) on collaborative efforts. The goal is to build on the foundation of regional GIS data, which can then be used for new applications and analyses by the public and our partners.

In 2023, the HRPDC and HRTPO completed a Regional GIS Strategic Plan to create a roadmap for the use of GIS technology over the next three years. In 2024-2025, the HRPDC and HRTPO will embark on implementing an Enterprise GIS (EGIS). The aim is to improve coordination, productivity, and efficiency throughout the organization in order to streamline the use of geospatial technology in analysis, research, and public outreach.

Products: GIS Data, Interactive Mapping Applications, Reports

Hampton Roads Data Center

In the Regional Cooperation Act, the Code of Virginia calls for Planning District Commissions to collect and maintain demographic, economic, and other data concerning the region and member localities and act as a state data center affiliate in cooperation with the Virginia Employment Commission. To this end, staff routinely collects and maintains a variety of socio-economic information for Hampton Roads and its localities.

Historically, much of the collected information was published on an annual basis in the Commission's Data Book. The HRPDC Staff now provides access to expanded data sets through the Commission's website. Available data series include such items as employment, income, population, retail sales, unemployment, building permits, recently released census data, as well as other indicators. Complete data sets are made available for download via the HRPDC website. Staff will also work with localities and other regional organizations to ensure that the best information is made available to the public in a uniform and consistent manner throughout Hampton Roads. This task serves as one of several critically important components of the region's economic database.

Product: Website Updates

Regional Benchmarking

The HRPDC staff will produce the annual benchmarking study. This report will contain text, graphs, and tables designed to reveal changes in long-term trends in the region. Comparisons will be made against changes occurring in competitors or "reference" metropolitan regions across the country. The report will be designed to be diagnostic in nature so as to help the leaders of Hampton Roads identify the region's strengths and weaknesses. Indicators reviewed in the report will include population, employment, unemployment, retail sales, defense spending, transportation conditions, education, military activity, as well as other related statistics. Benchmarking study indicators will be made readily available through the Commission's website as part of the Hampton Roads Data Center. The Regional Benchmarking Study will continue to be used as a basis for preparing and delivering presentations to interested parties across the region.

Product: Website Updates, Presentations

Hampton Roads Economic Monthly

The region's economy is in a constant state of change. Expectations change as new information becomes available and forecasts are revised in the face of unforeseen developments. Economics staff will provide up-to-date information that is regionally significant through the *Hampton Roads Economic Monthly*. This report will include the most current relevant economic indicators to help assess the current condition of the region's economy.

Product: Monthly Reports

Economic Impact Studies

The economics staff will continue its efforts to provide economic impact information to the cities and counties in Hampton Roads in addition to studies conducted for area businesses, colleges and universities, military bases, other public sector entities, and members of the local media. Staff will release "impact briefs" as appropriate to the Commission on issues that might significantly impact the region's economy. Staff will rely primarily on the REMI model for this work. Staff will also work to produce White Papers on relevant topics of regional interest, such as sea level rise and education. The purpose of these studies is to provide a basis for making informed decisions on issues that impact the regional economy.

Product: Interviews, Studies, Update Articles, and Reports

Annual Economic Forecast

The staff will produce a forecast for the regional economy for 2025. This work effort will contain a review of trends in the regional economy over the preceding year, along with a detailed forecast for 2025. The forecast will cover employment, unemployment, gross regional product, retail sales, residential building permits, and other relevant information. A report will be presented at the Commission meeting in January. Additional presentations of the forecast will be made available to local governments and organizations throughout the region.

Product: Presentation, News Release, Update Article, Speaking Appearances

Economic Technical Assistance

This work element covers a variety of activities – many of which are ongoing efforts. This activity will include the extensive effort made to prepare and present data, ideas, analysis, and information to public and private sector entities. In addition, presentations/briefings to local governments and other groups; economic consultations; preparation of charts, graphs, and other visual displays; and the writing of material for public distribution are included. This task will provide technical and data support for member jurisdictions, as well as regional/statewide efforts, including GO Virginia and ReInvent Hampton Roads. Additional tasks are responding to calls and letters from the general public and the local media, efforts to meet economic analysis requests regarding the Virginia General Assembly, and other policy matters. Staff will extend the Commission's basic research efforts into new areas of the local economy not thoroughly understood at present.

Product: Studies, Reports, Letters/Memoranda, Speaking Appearances

Comprehensive Economic Development Strategy (CEDS)

The Economic Development Administration (EDA) describes a Comprehensive Economic Development Strategy (CEDS) as "a strategy-driven plan for regional economic development."

The CEDS process brings the public and private sectors together to develop a regionally-owned plan to build capacity and guide the economic prosperity and resiliency of a region. This effort would result in individuals, organizations, local governments, institutions of learning, and private industry engaging in meaningful conversation and working together to plan and prioritize investments in a manner that best serves the economic development interests across a region. Staff will work with the Hampton Roads Alliance and ReInvent Hampton Roads to manage and report on the region's approved CEDS.

Product: CEDS Maintenance, Presentations, Reports

Rural Transportation Planning

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) Work 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 and the Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80% funding and require a 20% local match.

In FY25, each planning district commission/regional commission that has 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 with the VDOT's Transportation & Mobility Planning Division administrative work programs.

In Hampton Roads, the RTP Work Program covers the City of Franklin, the Counties of Gloucester, Southampton, and Surry. Through a series of Memorandums of Understanding (MOU) between the HRPDC and HRTPO (which outlines the provision of planning and administrative staff support) and HRPDC/HRTPO Resolutions of Support directing staff to assist VDOT in transportation-related matters as necessary to comply with the provisions of 23 U.S.C. 135, the RTP Work Program is conducted by HRTPO staff, with support from HRPDC staff. More information about planned rural transportation tasks, schedules, and anticipated work products can be found in the HRTPO FY25 Unified Planning Work Program (UPWP) under Task 13.0 – Rural Transportation Planning (available on the HRTPO website at <https://www.hrtpo.org/DocumentCenter/View/8847/HRTPO-FY-2024-UPWP>). As Surry County is the only locality that is not a member of the HRTPO Board, any RTP work task that involves Surry County will be presented to the HRPDC Board. Finally, as with the RTP Work Program, there are other tasks in the HRTPO FY25 UPWP in which HRPDC staff provide planning and administrative support. Please refer to the HRTPO FY25 UPWP for more details.

Planning and Economics Summary of Major Tasks and Activities

Task or Activity	Lead Staff Member	Project Schedule (Key Milestones)	End Product or Outcome	Funding (Amount & Source)
Regional Solid Waste Management Planning	Eric Walberg	Recycling Rate Report, Amendments to the RSWMP	DEQ approval of Recycling and SWMP reporting and planning	\$20,000, SPSA
Hampton Roads Regional GIS	Sara Kidd	Monthly input and maintenance	Ongoing maintenance and updates to HRGEO	\$71,610, Local Contributions
Regional Data Center	Nikki Johnson	Monthly input and maintenance	Updates to website and data assistance	\$7,826, Local Contributions
Regional Benchmarking	Nikki Johnson	Reports delivered on a bi-monthly basis	Series of reports and presentations on socioeconomic indicators	\$39,132, Local Contributions
Hampton Roads Economic Monthly	Nikki Johnson	Monthly	Monthly reports on the current condition of the regional economy, presentations.	\$24,458, Local Contributions
Economic Impact Studies	Nikki Johnson	As requested	Economic impact assistance and analysis	\$19,556, Local Contributions
Regional Forecasting	Nikki Johnson	January and as requested	Presentation to commission and member jurisdictions	\$29,349, Local Contributions
VATI Grant	Eric Walberg	Complete 2024	Broadband coverage to Suffolk, Isle of Wight, and Southampton.	\$20,854,650, Local Contributions, Charter Communications, & DHCD
Strategic Plan	Eric Walberg	Ongoing	Updates to the Hampton Roads Strategic Plan	\$18,368, Local Contributions

Task or Activity	Lead Staff Member	Project Schedule (Key Milestones)	End Product or Outcome	Funding (Amount & Source)
GO Virginia	Eric Walberg	Ongoing	A set of economic development sites prepared for occupancy	\$2,545,508,
LDL 2023 Capacity Program	Eric Walberg	Ongoing	Grant applications developed and submitted for support of communities of need	\$15,500,

Water Resources

Total budget including pro-rata share of Administration

\$4,401,978

The Water Resources department's planning priorities for FY25 are to support the Commonwealth's policy and planning initiatives and provide input by developing regional positions or encouraging localities to submit comments. Areas of particular interest are promoting stormwater design standards that consider climate change and sea level rise, stormwater regulations that support the goals of the Chesapeake Bay TMDL, and regional water supply management and protection. Priorities for the Drinking Water and Wastewater programs include encouraging coordination between water and wastewater utilities on assistance programs, sharing best practices regarding operations and resiliency planning, and coordinating on HRSD's integrated plan including SWIFT (groundwater injection). Priorities for the Stormwater program include monitoring state regulations and permit requirements that impact municipal stormwater permits. The Coastal Resiliency program continues to work on design standards, flood risk awareness, and implementing Joint Land Use Study recommendations. The Coastal Zone Management grant supports extensive locality collaboration and small research projects and data analysis based on emerging topics of interest.

Drinking Water Program

The Directors of Utilities Committee guides the Drinking Water Program's priorities. Through this task, the HRPDC staff will facilitate Committee efforts to address these priorities, including undertaking appropriate technical studies and analyses.

The following efforts are included in this task:

- Research industry trends such as changing rate structures, affordability programs, declining demands, and conservation programs.
- Research different state and regional approaches to water management and permitting.
- Collect and compile annual water rate information.
- Update and distribute the Water Quality Response Plan points of contact and guidelines.
- Review the State Water Supply Plan and assess its applicability to the region.
- Complete updates to the Regional Water Supply Plan as needed.
- Regularly update data and maps for the Regional Source Water Protection Plan.
- Coordinate on utility security issues such as cyber threats and new regulatory requirements and provide input to the All Hazards Advisory Committee (AHAC).
- Monitor legislative and regulatory issues affecting public water supply and coordinate regional comments as needed. Areas of recent interest are lead service lines and PFAS.
- Serve on regulatory advisory panels and coordinate information sharing between regional representatives and other localities regarding potential regulatory changes.
- Facilitate discussions of best practices with a focus on utility management.
- Continue enhancement of communications between the local Departments of Health and Utilities.
- Provide administrative and technical support to the Directors of Utilities Committee and facilitate the Committee process.

On behalf of the local governments, the HRPDC will continue the Regional Groundwater Mitigation Program. The Memorandum of Agreement (MOA) for the Groundwater Mitigation Program was renewed in 2021, extending the program for another five-year MOA. Through this program, the HRPDC provides groundwater hydrology and computer modeling expertise to the participating member local governments.

This effort includes the following activities:

- Hampton Roads Regional Mitigation Program, including analysis of impacts of groundwater withdrawals and administration of the program. HRPDC is currently contracting USGS to provide technical assistance and research on the Coastal Plain groundwater model.
- Manage the Potomac Aquifer Recharge Oversight Committee. Serve as the chair since March 2022.
- Administrative support and coordination for cooperative groundwater program with the U. S. Geological Survey (USGS).
- Work with USGS, the Department of Environmental Quality, and the localities to refine the implementation of the state groundwater regulatory programs.
- Continue analysis to estimate the sustainable yield of the Virginia Coastal Plain aquifer system.
- Participate in Mission H2O's Groundwater Subcommittee to provide stakeholder coordination and track regulatory initiatives.
- Track technical and policy changes in DEQ's application of the regional groundwater model in the evaluation of permits.

This project is funded through a special local government contribution.

Product: Technical studies and analyses

Coastal Resiliency Program

The HRPDC has recognized the significance of potential sea level rise and increased recurrent flooding. The Commission created an advisory committee in 2014 to address these issues. The committee's objectives include:

- Developing specific recommendations related to recurrent flooding and sea level rise adaptation and mitigation for local governments.
- Advocating for support and action by the state government and federal government.
- Serving as the primary regional contact to coordinate efforts with federal agencies and academic institutions.

The Coastal Resiliency Program will promote effective long-term planning for sea level rise and flooding adaptation. HRPDC staff will facilitate information sharing among localities and work to develop consistency in local and state policies. This program will build on previous efforts to increase the region's knowledge base and technical capacity to plan for sea level rise.

Coastal Resilience Master Plan Technical Advisory Committee (CRMP): HRPDC staff will continue to serve on Virginia's CRMP TAC and subcommittees. Staff reviews scopes of work for technical analyses such as the pluvial modeling and other contractor tasks. HRPDC also provides input on policy documents such as the Community Outreach Plan and efforts to prioritize resiliency projects.

Community Flood Preparedness Fund (CFPF): HRPDC staff tracks the funding for the Community Flood Preparedness Fund (CFPF) and tracks and analyzes grant awards. Staff also provides comments on grant manuals and other programmatic documents and coordinates with DCR staff to provide feedback and input on the program. HRPDC staff will also track revolving funds related to resiliency. HRPDC received two CFPF grants in FY23. One grant is a capacity-building proposal to assess the potential for regional products to earn Community Rating System points for our local governments. The second grant includes four studies:

- Assessment of local hydraulic and hydrologic data and models
- Assessment of local, state, and federal policies and regulations regarding hazardous materials or contaminated sites and vulnerability to flooding and sea level rise, including the development of policy recommendations
- Case study analysis of potential costs and benefits of implementation of regional resilient stormwater management design guidelines
- Assessment of the performance of water quantity management practices in the Coastal Plain

Hampton Roads Adaptation Forum: The Hampton Roads Adaptation Forum is a partnership between the HRPDC, Virginia Sea Grant, and Old Dominion University. The goal of the forum is to establish a regional dialogue for local government staff and federal and state agencies, consultants, and NGOs to discuss needs and best practices for adapting to flooding and sea level rise. The focus of this forum will continue to be on developing strategies that are specifically suited for our region, with the goal of building case studies and data needed for local planning and adaptation efforts. The forum was originally funded by a grant from the National Sea Grant program, with matching, in-kind funding (in the form of staff time) from the HRPDC and Hampton Roads' local governments. The partners have continued to staff this effort and find new funding for forum events and speakers' travel expenses.

Get Flood Fluent Website: HRPDC staff work with localities and a consultant to maintain a website to promote awareness of flood risks and the benefits of flood insurance. The work program includes updates such as incorporating Risk Rating 2.0 into the site's flood insurance calculator tool, potential coordination with RISE, and outreach to real estate professionals.

Roadway Flooding Sensors: HRPDC staff established a regional network of 20 sensors to detect roadway flooding. The pilot project was launched in FY21 and was completed in January 2023. The network will be evaluated and potentially expanded in FY25. The pilot project was funded by the federal Office of Local Defense Community Cooperation as a follow on project to the Norfolk-Virginia Beach Joint Land Use Study.

Subsidence Monitoring: HRPDC has contracted with the United States Geological Survey (USGS) to perform annual benchmarking surveys to monitor land subsidence. HRPDC staff will also coordinate with multi-agency technical workgroups to share other monitoring data and pursue funding for extensometers to measure aquifer compaction.

Research Projects and Studies with Academic Partners: The HRPDC staff regularly collaborates with academic partners on an informal basis to support HRPDC technical projects and academic research projects. Regular partners include researchers at VIMS, Old Dominion University, and the University of Virginia. HRPDC is partnering with the Elizabeth River Project on a study of potential sites and beneficial uses of dredged materials.

Intergovernmental Coordination: The HRPDC staff regularly coordinates and collaborates with other governmental partners in Hampton Roads and Virginia on projects related to sea level rise and recurrent flooding. Regular partners include the Virginia Coastal Zone Management Program, VIMS, ODU, the U.S. Army Corps of Engineers, USGS, NOAA, the Chesapeake Bay Program, other federal and state agencies, and local governments. In FY24, HRPDC staff continued its collaboration with VDOT staff and expects to continue those efforts in FY25. The HRPDC staff will also provide support for HRTPO efforts related to recurrent flooding and sea level rise.

Technical Assistance: The HRPDC staff will provide technical assistance to local governments upon request to support efforts to incorporate sea level rise and recurrent flooding into local plans and policies, including providing source material, presentations, GIS data, and map products.

This program is supported by a special local government contribution.

Products: Letters, memoranda, reports, technical documents, seminars, public speaking

Regional Stormwater Management Program

The Regional Stormwater Management Work Group guides the Stormwater Management Program's priorities. Through this task, the HRPDC staff will facilitate committee efforts to address these priorities, including undertaking technical analysis; tracking legislative and regulatory issues; supporting the regional coordination process; consultant management; and education. A Memorandum of Agreement (MOA) formally establishing the Hampton Roads Regional Stormwater Management Program was executed by the HRPDC and the region's localities in 2003 and renewed in 2008, 2013, 2018, and 2023. The MOA outlines the roles and responsibilities of the HRPDC, the localities, and the committee in carrying out the program.

The Regional Stormwater Management Program includes the following components.

Permit Strategy:

The region's six communities governed by Phase I Stormwater Permits (Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Virginia Beach) applied for new permits in 2005. The permitting process stalled and eventually, the program shifted from DCR to DEQ. HRPDC staff helped the six localities jointly negotiate permits that were finalized in July 2016. Those permits expired on June 30, 2021 and were administratively continued. The permittees negotiated new Phase I permits, which were issued in early 2024.

The cities of Poquoson, Suffolk, and Williamsburg and the counties of James City and York are governed by Phase II General Permits, as required by state and federal regulations. The Phase II localities in Hampton Roads are covered under a revised General VSMP permit for small MS4s that was issued in November 2023.

HRPDC staff will continue to support permittees as they update their programs in accordance with their new permits, specifically by providing training resources, facilitating regional conversations on compliance strategies, and developing an MS4 Program Plan template consistent with the 2023 Phase II General Permit.

Technical Support:

- Legislative and regulatory monitoring: This activity includes technical review of legislative and regulatory proposals, development of consensus position statements, and participation on state and federal advisory committees. HRPDC staff continues to serve on the Chesapeake Bay Preservation Act Stakeholder Advisory Group and the Stormwater Handbook Stakeholder Advisory Group.
- Complete the Regional Cooperation in Stormwater Management report annually so the Phase I and Phase II permittees can include it with their MS4 Annual Report submissions.
- Develop and conduct pollution prevention and stormwater management training programs, as required by the local permits. HRPDC maintains a library of training materials, hosts webinars to minimize training costs for localities, and provides a weekly summary of training opportunities.
- Assist Phase II localities with ongoing program development, implementation, and evaluation.
- Track developments in BMP innovation

Water Quality Initiatives:

The HRPDC staff provides research and coordination to inform localities on water quality issues. Staff may evaluate state or local data, and state and federal regulations, conduct studies, manage contracts for specific studies, and communicate findings as requested by localities.

- HRPDC staff will develop outreach materials focused on bacteria impairments and health hazards. Staff will work with VDH, DEQ, and HRSD to understand how the

standards for regulation of shellfish and recreational waters compare to emerging water quality monitoring analyses.

- The HRPDC staff provides coordination and information on the development of the Polychlorinated Biphenyl Total Maximum Daily Load (PCB TMDL) for the Lower James and Elizabeth River and supports the development of more effective TMDL implementation strategies for PCBs.
- Staff works with HRSD to increase coordination with local stormwater programs on integrated planning initiatives including SWIFT MOUs for nutrient credits and bacteria source tracking studies.
- Staff participates in advisory committees for water quality studies initiated by non-governmental organizations such as the Elizabeth River Project.
- Staff participates in state regulatory advisory panels and technical advisory committees to be informed of any changes that may affect localities and their commitment to improving local water quality.
- Staff evaluates state and federal assessments of water quality data to identify impairments and opportunities for reductions in pollutants or restoration.
- Staff identifies funding opportunities for localities to implement best management practices or improve watershed management to reduce pollutants.
- Staff coordinates webinars and meetings to share information about water quality impairments, restoration projects, and emerging research. Participants include public agencies, academic institutions, and NGOs.

Chesapeake Bay TMDL:

In 2010, the U.S. Environmental Protection Agency (EPA) completed a TMDL study for the Chesapeake Bay and its tributaries. Concurrently, the Commonwealth of Virginia completed Phase I of its Watershed Implementation Plan (WIP), establishing the broad framework for how Virginia plans to achieve the TMDL requirements. In 2012, Virginia completed the Phase II WIP, which includes more details on how local governments will implement the necessary programs and controls to achieve the TMDL. Virginia further refined its strategies in the Phase III WIP submitted to the EPA in August 2019.

- The HRPDC staff is the Vice-Chair for the Chesapeake Bay Program's Urban Stormwater Workgroup, the Chair of the Land Use Workgroup, and an at-large member of the Water Quality Goal Implementation Team, and staff tracks many additional Bay Program policy workgroups. This effort allows the region to provide input during the development of policies and revisions to the Chesapeake Bay TMDL models. HRPDC staff also collects information on the state's initiatives for the implementation of the Chesapeake Bay TMDL to share with localities. Staff continues to advocate for transparency and local input for current and future land use data sets.
- The HRPDC staff serves on the Chesapeake Bay Climate Resiliency workgroup and the subgroup looking at BMPs that are more resilient to sea level rise and changes in precipitation patterns.
- The HRPDC staff also supports the region's representatives on the Local Government Advisory Committee with background information and technical expertise as needed.

- HRPDC staff provides input to the Commonwealth on the development of WIP strategies and data to support those efforts.
- HRPDC has established a Chesapeake Bay Preservation Act workgroup to discuss the implementation of local programs, share best practices, and develop training materials. Staff served on the regulatory Stakeholder Advisory Group for 2021-2 revisions, developed extensive regional comments, and continues to work on draft guidance.
- HRPDC has received a National Fish and Wildlife Foundation grant to partner with the Buckeye Partners Terminal located along the Elizabeth River in Chesapeake to implement a living shoreline and other strategies to improve the water quality of runoff from the property.
- HRPDC staff is using DEQ Chesapeake Bay TMDL grant funds to redesign the HRPDC parking lot to demonstrate water quality implementation strategies.
- HRPDC staff is representing the region and the Water Quality GIT on the Beyond 2025 Committee. This group is charged with identifying a path forward and highlighting what needs to change to achieve water quality goals and improved habitat for the Chesapeake Bay.

Consultant Management:

- The HRPDC has retained a legal consultant to assist localities with stormwater permits and regulatory issues on an as-needed basis.
- New consultant contracts (Continuing Services Agreements) have been executed for stormwater-related activities on an as-needed basis.

This program is supported by a special local government contribution and DEQ Chesapeake Bay WIP grant.

Products: Letters, memoranda, reports, seminars, public speaking

Regional Water Quality Monitoring Program

In 2014, the Regional Water Quality Monitoring Program was established. The cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Virginia Beach signed a Memorandum of Agreement to create the program, establish responsibilities, and identify funding. The program monitors stormwater in a manner that quantifies the nitrogen, phosphorus, and sediment loads associated with specific land uses in Hampton Roads. The USGS and HRSD are under contract with the HRPDC to provide sampling and data analysis.

The objective of the Regional Water Quality Monitoring Program is to collect data at a regional scale that will accurately measure the number of nutrients and sediments delivered to waterways by the local MS4 systems. The data has been submitted to the Chesapeake Bay Program to improve the accuracy of existing computer models. In 2023, the Chesapeake Bay Scientific and Technical Advisory Committee held a workshop to evaluate local monitoring data and how it could be used to improve the Bay Program. The recommendations from this

workshop identified the importance of local monitoring data and future versions of the Chesapeake Bay model will incorporate the data from Hampton Roads.

The Regional Water Quality Monitoring Program was based on a five-year work plan that was renewed for another five years to provide compliance with the monitoring requirements in the Phase I MS4 permits issued in 2016. Following permit renewal in 2023, localities agreed to a third agreement. The monitoring program was also expanded to include more data collection to better understand the sources of pollutants entering the stormwater systems.

Products: Contract management

Regional Wastewater Program

The HRPDC staff will facilitate a regional wastewater planning program to develop regional solutions to wastewater management issues identified by the Directors of Utilities Committee in cooperation with HRSD. Issues being addressed include:

Sanitary Sewer Overflows: The process of addressing this issue began in December 2000. Since that time, the Sanitary Sewer Overflow Reporting System (SSORS) training materials for local staff and a web-based reporting procedure have been developed. Consultant assistance is used to maintain SSORS. In FY25, the SSORS program will be updated and moved to a new platform. HRPDC staff will continue to manage the system and provide routine assistance to the localities, Virginia Health Department, and DEQ.

Consent Orders: The HRPDC staff will continue to coordinate the regional process involving DEQ, HRSD, and the thirteen localities, to develop the Regional Wet Weather Management Plan and related policies and standards required by the federal Consent Decree. HRSD is under the federal Consent Decree which establishes regional responsibilities for addressing sanitary sewer overflows. The original state Consent Order was executed by the localities, HRSD and DEQ in September 2007. The Consent Order has been terminated and replaced with a Consent Order signed in December 2014 as part of the sewer consolidation effort. The new order requires localities to implement their sanitary sewer management, operation, and maintenance (MOM) programs. HRSD is not a party to the Consent Order. HRSD will develop the Regional Wet Weather Management Plan with locality input, but HRSD will fund the projects included in the plan. The regional Capacity Team continues to work on policies to support coordination and implementation.

Wastewater Priority Projects: During the course of the year, additional projects may be identified by the Directors of Utilities Committee. HRPDC staff will continue to support regional collaboration and communication related to HRSD's integrated plan (Sustainable Water Initiative for Tomorrow) which includes injection of highly treated water into the Coastal Plain Aquifer. HRPDC staff is also focused on sharing best practices and innovations for bacteria source tracking and efforts to improve bacteria-impaired waterways and beaches. Future research will likely focus on affordability and customer assistance programs.

Potomac Aquifer Recharge Oversight Committee (PAROC): HRPDC was appointed to serve on the state committee. In FY23, HRPDC agreed to administer the committee's quarterly meetings as well as provide input as a stakeholder.

New consultant contracts (Continuing Services Agreements) have been executed for wastewater-related activities on an as-needed basis.

This program is funded through a special local government contribution.

Products: Reports, Presentations, Contract Management

Coastal Resources Management Program – Technical Assistance

The HRPDC has received a grant from DEQ through the Virginia Coastal Zone Management Program (VCZMP) to continue its program of technical assistance to the local governments on environmental issues. The grant funding has been expanded to support additional efforts related to resiliency and related state initiatives like the Coastal Resiliency Master Plan. This effort will focus on activities that directly support the core elements of the VCZMP and that provide a communication link between the region's localities and state and federal environmental programs. Under this program, the staff will undertake the following activities:

- Coordinate local and regional review of and response to state and federal environmental impact statements, regulatory and legislative initiatives, shoreline development, and other environmental issues and proposals.
- Complete regional environmental studies, which are of relatively small scale and short duration.
- Facilitate local government consideration of major coastal resource issues including land conservation, public access, energy policy, and recurrent flooding.
- Serve as a liaison and information clearinghouse between state and federal environmental programs, such as the Chesapeake Bay Program, and the local governments.
- Assist local jurisdictions, as requested, in the development of comprehensive plans, development ordinances, and studies, which may have an impact on coastal resources, including assistance to CBPA implementation efforts.
- Provide information and education about coastal resources to local government staff and the public.
- Maintain and coordinate the environmental elements of the HRPDC Geographic Information System.
- Maintain the elements of the Public Access to Waterways website www.fishswimplay.com created in FY18 and updated in FY24.

The project is scheduled to be completed by September 30, 2024.

HRPDC staff has applied for another grant for the period of October 1, 2024 to September 30, 2025 to continue providing technical assistance related to Coastal Resources Management.

Products: Letters, memoranda, reports, seminars, public speaking

Joint Land Use Study – Norfolk and Virginia Beach

HRPDC has been awarded two grants from the Department of Defense's Office of Economic Adjustment to fund Joint Land Use Studies (JLUSs). These studies will address conflicts, incompatibilities, and opportunities for collaboration between localities and U.S. Navy facilities in South Hampton Roads.

The first JLUS involved the Cities of Norfolk and Virginia Beach and four Navy installations (Joint Expeditionary Base Little Creek-Fort Story, Naval Air Station Oceana, Naval Station Norfolk, and Naval Support Activity Hampton Roads). This study focused on identifying the impacts of flooding and sea level rise within the two participating localities and how those impacts affect operations and readiness at the Navy installations. The study has been completed. HRPDC staff is working with Norfolk and Virginia Beach to apply for implementation grants from OLDCC to fund recommendations from the study.

Products: Grant management, contract management, reports, presentations

Joint Land Use Study – Chesapeake and Portsmouth

The second JLUS involves the Cities of Chesapeake and Portsmouth and the following Navy installations: NSA Hampton Roads-Portsmouth Annex, NSA Norfolk Naval Shipyard, and Naval Supply Center Craney Island Fuel Terminal. This study was completed in 2021 and addresses issues such as congestion, parking, and land use, in addition to sea level rise and flooding. HRPDC staff is working with the cities to apply for implementation grants from OLDCC to fund recommendations from the study.

Products: Grant management, contract management, reports, presentations

Military Installation Resilience Review (MIRR)

HRPDC staff facilitated a Military Installation Resilience Review funded by a U.S. Department of Defense Office of Local Defense Community Cooperation (OLDCC) grant for Navy installations located in the Cities of Norfolk and Virginia Beach. The MIR Review is a cooperative, strategic planning process among the HRPDC, Norfolk, Virginia Beach, the Commonwealth of Virginia, and the four participating Navy installations. The goal of the MIR Review is to facilitate the identification of threats to installation operations from natural and manmade hazards, determine risks from those hazards, develop recommendations for strategies to address those risks and develop a plan for implementing those recommendations. HRPDC staff is working with the cities to apply for implementation grants from OLDCC to fund recommendations from the study.

Product: Grant Administration, Meeting Facilitation, Presentations

Regional Construction Standards

HRPDC first published the Regional Construction Standards in 1999. The standards are intended to provide quality construction throughout the region, simplify the bidding and construction administration process, and reduce construction costs. The initial direction of the Standards was to address “horizontal” improvements and those involving the major elements of roadways, drainage, and utilities (water distribution and wastewater collection). The latest version, the 6th Edition, was adopted by HRPDC in 2016. The committee is currently developing the 7th edition.

The Standards are continually updated through a collaborative effort of staff from the 17 member communities of HRPDC, the Hampton Roads Sanitation District (HRSD), and the Hampton Roads Utility and Heavy Contractors Association (HRUHCA). HRPDC staff manages a consultant who provides administrative support and technical expertise to evaluate changes to the standards and provide training.

This program is funded through a special local government contribution and contributions from HRSD and HRUHCA.

Products: Report, Website, Training, Contract Management

Comprehensive Climate Action Plan

HRPDC received a Climate Pollution Reduction Grant in the fall of 2023. The first deliverable was a Priority Climate Action Plan (PCAP) that identified strategies and immediate actions to reduce greenhouse gases (GHGs) from key source sectors in the near term. The plan was informed by the current DEQ statewide GHG inventory, existing inventories from regional stakeholders such as local governments, and the solid waste and wastewater authorities. The PCAP was submitted to the EPA on March 1, 2024.

The second deliverable is a Comprehensive Climate Action Plan (CCAP) to develop a longer-term plan and strategies to reduce GHGs and co-pollutant emissions and increase the deployment of clean energy generation in an efficient and environmentally responsible manner. This plan will cover all source sectors of the GHG inventory and provide substantial outreach and input opportunities. The CCAP will be developed and submitted to the EPA no later than two years after the award of the grant (summer-fall 2025).

HRPDC staff will work with a consultant on the following required elements:

- *GHG Inventory* - A comprehensive inventory will include all GHG emissions and sinks by emission source and sink category following commonly accepted protocols for the following sectors: industry, electricity generation and/or use, transportation, commercial and residential buildings, agriculture, natural and working lands, and waste and materials management.

- *GHG Emissions Projections* - Near-term (e.g., 2030-2035) and long-term (e.g., 2050) projections of GHG emissions will be developed.
- *GHG Reduction Targets* – Near-term (e.g., 2030-2035) and long-term (e.g., 2050) GHG emission reduction targets will be developed by regional stakeholders including localities and participating entities with authority to implement reductions.
- *Quantified GHG Reduction Measures* – Measures will be identified in the main GHG emission sectors: industry, electricity generation and/or use, transportation, commercial and residential buildings, industry, agriculture, natural and working lands, and waste and materials management.
- *Benefits Analysis for the full geographic scope and population covered by the plan* - The CCAP will consider benefits, including but not limited to analysis of air quality improvements (e.g., criteria air pollution and air toxics), improved public health outcomes, economic benefits, increased climate resilience, or other environmental benefits.
- *Low Income/ Disadvantaged Communities Benefits Analysis*
- *Workforce Planning Analysis* – The CCAP will include an analysis of anticipated workforce shortages that could prevent the region from achieving the goals described in the CCAP and identify potential solutions and partners at the state, regional, and/or local levels that are equipped to help address those challenges.

Water Resources Summary of Major Tasks and Activities

Task or Activity	Lead Staff Member	Project Schedule (Key Milestones)	End Product or Outcome	Funding (Amount & Source)
Drinking Water	Whitney Katchmark	None	Technical Assistance	\$392,358 Locality Special Assessment, HRSD
Wastewater	Whitney Katchmark	None	Technical Assistance	\$207,354 Locality Special Assessment, HRSD
Stormwater, Ches Bay	KC Filippino/ Jill Sunderland	Regional Cooperation Summary	Technical Assistance	\$514,532 Locality Special Assessment, Grant, Per Capita
Water Quality Monitoring	KC Filippino	Annual report, MS4 permit compliance	Monitoring data to change Bay models	\$670,200 Ph 1 MS4 Locality Special Assessment
Coastal Resiliency	Ben McFarlane	None	Technical Assistance, Special Projects, Data Acquisition	\$643,600 Locality Special Assessment, Grants

Task or Activity	Lead Staff Member	Project Schedule (Key Milestones)	End Product or Outcome	Funding (Amount & Source)
Coastal Zone Management	Ben McFarlane	CZM final report	Technical Assistance, Special Projects, Training	\$270,500 Grant, Per Capita
Regional Construction Standards	Ivy Ozmon	None	Standards, Technical Assistance, Training	\$288,249 Locality Special Assessment, HRSD, and Hampton Roads Utility and Heavy Contractors Association
DEQ Watershed Implementation	KC Filippino	Interim report, final report	Final report, parking lot retrofit design	\$108,750
CFPF Studies	Ben McFarlane	CFPF final reports	Special Projects	\$169,174
NFWF	KC Filippino	Interim report, final report	Stormwater BMP construction final report	\$476,361

Glossary of Terms

AHAC	Hampton Roads All Hazards Advisory Committee
AMI	Area Median Income
ARC	American Red Cross
ASPR	Office of the Assistant Secretary for Preparedness and Response
BMP	Best Management Practices
CAO	Chief Administrative Officer
CBPA	Chesapeake Bay Preservation Act
CEDS	Comprehensive Economic Development Strategy
CFPF	Community Flood Preparedness Fund
COE	United States Army Corps of Engineers
COVEOP	Commonwealth of Virginia Emergency Operations Plan
CRC	Coastal Resiliency Committee
CRMP	Coastal Resiliency Master Plan
DCR	Virginia Department of Conservation and Recreation
DEI	Diversity, Equity & Inclusion
DEQ	Virginia Department of Environmental Quality
DHCD	Virginia Department of Housing and Community Development
DHS	United States Department of Homeland Security
DOD	United States Department of Defense
DOT	United States Department of Transportation
DUC	Directors of Utilities Committee
EDA	Economic Development Administration
EHR	<i>ENVISION Hampton Roads</i>
EOP	Emergency Operations Plan
EPA	United States Environmental Protection Agency
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FSE	Food Service Establishment
FTA	Federal Transit Authority
FY	Fiscal Year
GI	Green Infrastructure
GIS	Geographic Information System(s)
H2O	Help to Others Program
HRHC	Hampton Roads Housing Consortium
HRIC	Hampton Roads Interoperable Communications Committee
HRLFP	Hampton Roads Loan Fund Partnership
HRMFFA	Hampton Roads Military and Federal Facilities Alliance
HRGEO	Regional GIS Data Portal
HRMMRS	Hampton Roads Metropolitan Medical Response System
HRPDC	Hampton Roads Planning District Commission
HRSD	Hampton Roads Sanitation District
HRT	Hampton Roads Transit

Glossary of Terms (continued)

HRUHCA	Hampton Roads Utility and Heavy Contractors
HRTPO	Hampton Roads Transportation Planning Organization
HUD	United States Department of Housing and Urban Development
IDEA	Inclusion Diversity Equity and Access
IMPLAN	Impact Analysis for Planning
IRS	Internal Revenue Service
IT	Information Technology
JLUS	Joint Land Use Study
LEP	Limited English Proficient
MIR	Military Installation Resilience
MOA	Memorandum of Agreement
MOM	Management, Operation, and Maintenance
MOU	Memorandum of Understanding
MS4	Municipal Separate Storm Sewer System
NEPA	National Environmental Policy Act of 1969
NGO	Non-Governmental Organization
NOAA	National Oceanic and Atmospheric Administration
NSA	National Security Agency
OCME	Office of the Chief Medical Examiner
OCP	Virginia Office of Commonwealth Preparedness
ODU	Old Dominion University
OLDCC	Office of Local Defense Community Cooperation
ORION	Overlay Regional Interoperability Network
NGO	Non-Governmental Organization
PARS	Permit Administration and Reporting System
PCB	Polychlorinated Biphenyl
PFAS	Per- and Polyfluorinated Substances
RAP	Regulatory Advisory Panel
REC	Regional Environmental Committee
REMI	Regional Economic Models Inc.
RGGI	Regional Greenhouse Gas Initiative
RHSP	Regional Housing Service Portal
SCC	State Corporation Commission
SHSP	State Homeland Security Program
SPA	State Preparedness Report
SPSA	Southeastern Public Service Authority
SSO	Sanitary Sewer Overflow
SSORS	Sanitary Sewer Overflow Reporting System
SSVEVA	Senior Services of Southeastern Virginia
Stormwater Phase I Permits	The cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Virginia Beach
Stormwater Phase II Permits	The cities of Poquoson, Suffolk, and Williamsburg and the counties of Isle of Wight, James City, and York

Glossary of Terms (continued)

SWIFT	HRSD's Sustainable Water Initiative for Tomorrow
TAC	Technical Advisory Committee
THIRA	Threat and Hazard Identification and Risk Assessment
TMDL	Total Maximum Daily Load
UASI	Urban Areas Security Initiative
UAWG	Urban Area Working Group
USACE	U.S. Army Corps of Engineers
USGS	United States Geological Survey
VCZMP	Virginia Coastal Zone Management Program
VDEM	Virginia Department of Emergency Management
VDH	Virginia Department of Health
VDHCD	Virginia Department of Housing and Community Development
VDOT	Virginia Department of Transportation
VEC	Virginia Employment Commission
VIMS	Virginia Institute of Marine Science
VOAD	Volunteer Organizations Active in Disasters
VPDES	Virginia Pollutant Discharge Elimination System
VSMP	Virginia Stormwater Management Program
WebEOC	Web-Based Emergency Operations Center Software
WHRO	Public Telecommunications Center for Hampton Roads
WIP	Watershed Implementation Plan
WP	Work Program