

VDOT DEPARTMENT POLICY MEMORANDA (DPM) MANUAL

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Approved: *David J. Egan*

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Supersedes: None

DELIVERY OF LOCALLY ADMINISTERED PROGRAMS AND PROJECTS

Introduction

Due to changes in the Virginia Department of Transportation's (VDOT) business philosophy and mandates from the General Assembly, Virginia's transportation program delivery continues to evolve to include increasing roles and responsibilities by local governments. As a result, VDOT's role is expanding beyond the traditional one as an implementing agency with an increased role in oversight and stewardship of the transportation program. To fulfill its oversight and stewardship responsibilities and ensure effective local program delivery, VDOT establishes this policy to provide guidance and the principles for implementation of an agency-wide approach to locally administered programs and projects.

Policy

VDOT will develop programs and processes that provide local governments the necessary tools to successfully administer transportation programs and that provide consistent requirements so federal and state stewardship and oversight obligations can be met and projects can be implemented in the most efficient and effective manner possible.

VDOT Responsibility

To implement this policy, VDOT will:

- provide oversight and guidance recognizing that local governments will be responsible for successfully delivering the project or program on time, on budget, with quality workmanship and in accordance with applicable federal and state requirements. VDOT will establish appropriate milestones for review to determine that the locality is on track to meet that responsibility.
 - strive to provide local governments with the maximum flexibility in how they administer their own transportation programs, while meeting all federal and state stewardship and oversight obligations. This effort includes accepting locality processes and methods as long as the end results are achieved and requirements are met.
 - establish agency stewardship and oversight of local government programs in a consistent approach across Division and District lines through written direction developed under this policy.
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DELIVERY OF LOCALLY ADMINISTERED PROGRAMS AND PROJECTS, *Continued*

**VDOT
Responsibility
(continued)**

- focus its limited resources on oversight of federal projects and those projects that represent the greatest risks.
- partner with localities to promote effective project delivery, including consideration of the impact to locally administered projects when developing new requirements and systems and when exploring and implementing innovative training opportunities.

**Further
Information
Reference**

For further information, contact the Local Assistance Director.

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- Code of Virginia, §§ [33.1-12](#), [33.1-75.3](#).
 - Local Assistance Division, Policy Development & Implementation Plan.
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