



VDOT | VALTAP

Locally Administered Projects Qualification Program

- FHWA Every Day Counts supported program
- Provides a consistent method to evaluate locals readiness to administer federally funded projects
- Required for locality's to have at least **one** person "qualified" to administered federally funded projects by **December 31, 2020**
- High level overview of federal requirements for LAPs
- Set series of on-line & classroom training sessions
- Program is offered at no cost to local governments
- Requalification process

Want more information?

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Qualification Program Webpage



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Save the Date! The 2019 Local Programs Workshop will be September 9-11, 2019 at the Williamsburg Lodge. [Register here!](#)

The Virginia Department of Transportation's (VDOT) Local Assistance Division develops policy and provides guidance for special funding programs and other programs that impact work performed by localities, and serves as a liaison to local governments. The division also:

- Manages several special funding programs
- Manages urban roadway inventory and system changes
- Manages the local assistance payments program
- Provides policy oversight and guidance for locally administered projects
- Provides outreach and training for local programs

Email Update Sign-up VDOT's Local Assistance Division offers email notifications when we update our web pages. Sign up to be notified when we post revised guidance, letters to local governments or training opportunities. [Sign up!](#) **Recent Updates**

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Local Assistance Division - Qualification Program

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VDOT | VA LTAP

Locally Administered Projects Qualification Program

In an effort to continue to help localities successfully administer transportation projects, VDOT is working to establish a Qualification Program. As a FHWA Every Day Counts (EDC) supported program, the Qualification Program will provide a consistent method of determining a locality's readiness to administer federal projects. Virginia's Qualification Program includes a set series of on-line and classroom training sessions that provide a high level overview of the federal requirements for locally administered projects. The program will focus on federally funded projects and all localities that administer a federal project will be required to have at least one full time staff member that has completed the qualification program before the end of 2020.

Currently the Qualification Program is only open to local governments and PDCs. It will be opened to consultants at a later date.

Frequently Asked Questions

Upcoming Sessions

Online training modules will be launched at the beginning of August and **must** be completed prior to attending a classroom session.

September 10th – 11th, 2019 Williamsburg, Virginia

The September training is being held in conjunction with the 2019 Local Programs Workshop. This year one track of breakout session is devoted to the classroom training portion of the Qualification Program. This is open solely to localities that have pre-registered in advance of the workshop.

Sneak Peak



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DESCRIPTION

This course will focus on Virginia Department of Transportation (VDOT) policy on Locally Administered programs and projects, as well as the states authority to enter agreement with the Local Public Agency (LPA). Local administration of VDOT funded projects has become more commonplace in Virginia. VDOT's business plan identifies "the transfer of program delivery to localities, where feasible," as a specific initiative. This course will provide students the basics on the VDOT policy regarding Locally Administered programs and projects, VDOT's stewardship agreement with FHWA, the applicability of the LAP Manual, as well as the Code of Virginia that authorized VDOT to enter agreements with LPAs. This session is only online and will not be covered further in the classroom.

CONTENT

QP1 - VDOT POLICY

✓ QP1 - Lecture

✗ QP1 - Quiz

✓ QP1 - Video

📄 QP1 - Resource Document List

QP2 - QUALIFICATIONS FOR FEDERAL-AID PROJECT ADMIN

📄 QP2 - Lecture

✍ QP2 - Quiz

📄 QP2 - Resource Document List

QP3 - ROLES & RESPONSIBILITIES

Timeline



VDOT | VA LTAP

Locally Administered Projects Qualification Program

What We Have Done

- ✓ Research other state DOT Qualification Programs
- ✓ Assemble and meet with advisory committee
- ✓ Develop program skeleton
- ✓ Assemble technical workgroup
- ✓ Assemble needed funding to cover costs
- ✓ Develop program guidelines

Currently On-going

- Develop program content – May - July 2019
- Online classes launched – August 1, 2019
- First Qualification Program classroom session – September 10-11, 2019