

# Northern Neck Planning District Commission Annual Work Program FY 2024-25

## INTRODUCTION

The 2024-25 Work Program for the Northern Neck Planning District Commission contains specific work elements and a budget for the fiscal year ending June 30, 2025. The work program is based on requests from the Commission's member localities and on State and Federal grant activities. It is intended to be flexible and adaptable to meet varied and changeable requirements of the divisions of governments involved.

## WORK PROGRAM OBJECTIVES

The Northern Neck Planning District Commission, a voluntary association of local governing bodies, endeavors to address local issues and to solve problems with regional significance and impact through mutual cooperation. These regional issues cannot be solved efficiently by each county alone.

Objectives of the 2024-25 Work Program are:

- To represent the unified needs of member governments through the role of a regional forum and/or spokesperson;
- To fulfill the need for developing regional plans and/or programs whenever compatible goals and objectives exist;
- To create an awareness of the need for regional compatibility along boundaries;
- To fulfill a collective need for all member government needs by providing up-to-date data and statistics.

## WORK PROGRAM CATEGORIES

**ADMINISTRATION:** Administrative activities and costs include those necessary to maintain the Commission's operations. The administrative function is intended to provide efficient and responsive operations through sound financial, personnel, and program management. Administrative costs are distributed to all program areas by an indirect cost-allocation plan in accordance with state and federal guidelines. Work program elements include financial management and accounting, personnel management, work programming, commonwealth intergovernmental review, grant seeking, and release time (annual, holiday, sick leave).

**REGIONAL PROGRAMS:** Regional programming includes intergovernmental coordination, review and assistance, economic development activities, transportation planning, grant program identification and applications, environmental planning and local requests. A combination of the basic State PDC allocation, the Virginia Department of Rail and Public Transportation, Virginia Department of Transportation, Federal Highway Administration, the Department of Environmental Quality Virginia Coastal Zone

Management Program, Economic Development Administration, Department of Housing and Community Development, Department of Conservation and Recreation, Department of Emergency Management, FEMA, Virginia Port Authority, USDA Rural Development, National Park Service, Southeast Crescent Regional Commission and County contributions provide funding for these services. Specific activities include the following:

Environmental:

- Continue updating the Regional Waste Stream/Recycling Report.
- Update the Regional Solid Waste Management Plan as needed or required.
- Continue reviewing and updating the Regional Hazardous Materials Response Plan and coordinate activities.
- Attend meetings of the Rappahannock River Basin Commission, participate on and support the Commission's Technical Committee. Attend meetings of the Potomac Watershed Roundtable and participate in the Rappahannock Roundtable.
- Review Environmental Impact Statements, Assessments and/or Reviews, and Coastal Zone Management consistency determinations.
- Pursue funding and opportunities for further study of groundwater in the region and water supply planning.
- Continue and expand the regional LMI Septic Pump-out Program and Septic & Well Assistance Program.
- Continue to advocate for and address regional wastewater issues through collaboration with state and local partners.
- Support the Virginia Coastal Zone Management Program through participation on the Virginia Coastal Policy Team, the biennial Coastal Partners Workshop and quarterly Coastal PDC Committee meetings.
- Continue to provide coastal management support and local planning coordination and training to member localities through the VCZMP.
- Continue administering Flood Hazard Mitigation activities through the Hazard Mitigation Assistance Grant House Elevation Program.
- Continue supporting living shorelines and other natural and nature-based best management practices through the Living Shoreline Initiative.
- Continue advancing ecosystem and community resilience through coordination with member localities, VCZMP, DCR and VDEM.
- Coordinate implementation of the Regional Hazard Mitigation Plan with localities.
- Coordinate Regional Chesapeake Bay WIP III TMDL planning and implementation and continue to advance co-benefits to water quality through the integration of programs and plans.

### Economic Development:

- Assist the Counties with planning, development and marketing of industrial sites and buildings; coordinate with the Virginia Economic Development Partnership.
- Serve as administrative and fiscal agent for the Northern Neck-Chesapeake Bay Region Partnership.
- Serve as administrative and fiscal agent for the Northern Neck Tourism Commission and the Northern Neck National Heritage Area. NNTC is the regional Destination Management Organization and markets and promotes the five-county NHA.
- Serves as a member of the Steering Coalition and primary contact for NNK250.
- Support the University of Mary Washington Small Business Development Center
- Administer the Northern Neck Enterprise Zone.
- Support workforce development and training initiatives throughout the region.
- Assist the Counties with planning, development and financing of broadband projects working with private service providers and other stakeholders.
- Administer small business revolving loan program.
- Continue planning and technical assistance activities as a Designated Economic Development District.
- Review and amend the Northern Neck Comprehensive Economic Development Strategy (including Digital CEDS).
- Continue planning and technical assistance as a Local Development District in the Southeast Crescent Regional Commission.

### Transportation:

- Continue the Northern Neck Commuter Assistance Program (NNKcommuter.org).
- Continue work on regional transportation planning matters, serving as staff to the Northern Neck Regional Transportation Technical Advisory Committee, and working on Regional Rural Transportation Plan tasks.
- Provide information on FAST to localities, promote use of the enhancement program and assists in preparation of grant applications.
- Continue work on regional trail networks.
- Serve as administrative and fiscal agent for the Northern Neck- Chesapeake Bay Public Access Authority and assist counties in creating new public water access sites, enhancing existing public water access sites and creating an inventory of available sites.
- Continue participation in the VDOT Long Range Plan process.
- Continue to support Bay Transit and promote the use of public transportation.

### Other:

- Continue to coordinate meetings of the County Administrators and Land-Use Administrators to discuss regional issues and programs.
- Coordinate regional legislative meetings with State and Federal legislators.

- Administer and act as fiscal agent for Emergency Ambulance Services Revenue Recovery Program.
- Administer and act as fiscal agent for the Chesapeake Bay Region Cigarette Tax Board.
- Work with Virginia Housing on planning and development of affordable housing.
- Work with the Virginia Port Authority on projects funded by the Waterway Maintenance Fund.

LOCAL PROGRAMS: Local project assistance is provided by the Commission to the localities within the Northern Neck Region. These local projects include a wide range of categories including grant seeking, writing and management assistance, environmental planning and monitoring for compliance and technical assistance, and other regional planning. The NNPDC responds to local mapping and technical assistance requests as needed. These services are funded by a combination of local member dues, the State PDC allocation, and specific grants or contracts where applicable.

STATE AFFILIATE DATA CENTER AND PUBLIC INFORMATION SERVICES:

The State has established its 21 PDCs as affiliate data centers for the U.S. Bureau of the Census and also as a repository of the various State Agencies information. The Commission functions as an information source and clearinghouse to State, local and private entities. This program is funded by the basic State PDC allocation. Specific activities include the following:

- The ongoing provision of information to organizations and residents concerning social, economic, and demographic characteristics of the region.
- The ongoing communication and convening function on topics of regional significance and/or urgency.
- The ongoing publication of NNPDC project updates online.
- Operation of the State affiliate data center office for the Census Bureau and other agencies.
- Maintenance of the PDC website [www.northernneck.us](http://www.northernneck.us), the Northern Neck Tourism Commission website [www.northernneck.org](http://www.northernneck.org), [www.nnk250.us](http://www.nnk250.us) and the Northern Neck Commuter Assistance Program (CAP) website [www.NNKcommuter.org](http://www.NNKcommuter.org). The NNPDC also hosts a regional environmental information portal at [www.nnkgreen.org](http://www.nnkgreen.org).