



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
1401 EAST BROAD STREET
RICHMOND, VIRGINIA 23219-2000

Stephen C. Brich, P.E.
Commissioner

June 21, 2018

To: County Administrators/City and Town Managers

Subject: FY 2019 and FY 2020 Revenue Sharing Program Approval

At their June 20th meeting, the Commonwealth Transportation Board approved allocations for the fiscal years 2019 and 2020 Revenue Sharing Program. The list of approved projects can be found on our website at: <http://www.virginia DOT.org/business/local-assistance.asp>. Your local VDOT representative will be contacting you regarding the next steps to ensure that these projects begin moving forward successfully. Please note the fiscal year in which funds are allocated. To the extent possible, we tried to accommodate the allocation of funds in the year requested. In some cases the funds may be in a different year than requested. Based on the requests exceeding available funding per year, some adjustments were made, however sufficient funding was programmed to accommodate the schedule provided.

As a reminder, the Department will begin its annual de-allocation review within the next few weeks. The de-allocation process is intended to ensure that Revenue Sharing funds are being utilized in a timely manner. Section 33.2-357 of the *Code of Virginia*, which establishes funding for this program, states that “any revenue-sharing funds for projects not initiated after two subsequent fiscal years of allocations may be reallocated at the discretion of the Commonwealth Transportation Board.” An additional requirement is also placed on Revenue Sharing Program funds allocated for FY2014 and afterward such that, “any project having funds allocated under this program shall be initiated in such a fashion where at least a portion of such funds have been expended within one year of allocation” and policy changes adopted by the Commonwealth Transportation Board now include projects that have been completed for six months with surplus balances are also subject to de-allocation.

If you have funds subject to de-allocation, your local VDOT representative should be contacting you to discuss this and provide you with an opportunity to review available options. Through the de-allocation process, any funds not being utilized will be made available to offset the funds needed to address the next application cycle requests. A copy of the Revenue Sharing de-allocation process can be found in the Department’s Revenue Sharing Guidelines that is also available on our website.

As a reminder, the Revenue Sharing application process is now on a biennial application cycle. There will not be an application cycle this year, however we will be adopting a new application cycle process beginning next Spring. If you have projects you anticipate requesting funding for

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Fiscal Year 2021 and/or 2022, now is the time to start preparing and having discussions with your local VDOT representative.

In addition, the Local Assistance Division will be holding a statewide Local Programs workshop at the Hotel Roanoke on September 18 – 20, 2018. Please make sure to register for this workshop as it will include sessions providing guidance for successful implementation of locally administered projects including Revenue Sharing projects. Registration is now open at: <http://www.cpe.vt.edu/lpw/index.html>.

The Department looks forward to working with you on the Revenue Sharing Program during the upcoming months. If you have any questions about the program, please consult your local VDOT representative or contact VDOT's Revenue Sharing Program Manager, Debbi Webb-Howells, at (804) 786-1519 or by email at Debbi.Webb-Howells@VDOT.Virginia.gov. I can also be reached at (804) 786-6663 or by email at russ.dudley@VDOT.Virginia.gov.

Sincerely,

Russ Dudley

Assistant Division Administrator, Local Assistance Division

cc: Commonwealth Transportation Board
Stephen Brich, P.E. Commissioner
Julie Brown, Local Assistance Division Director
Virginia Association of Counties
Virginia Municipal League