



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

1401 EAST BROAD STREET
RICHMOND, VIRGINIA 23219-2000

Stephen C. Brich, P.E.
Commissioner

April 3, 2019

To: County Administrators/City and Town Managers

Subject: FY 2021 and FY 2022 Revenue Sharing Program

The next application cycle for the Revenue Sharing Program will begin on May 15, 2019 for funding in fiscal years 2021 and 2022. This funding will be made available July 1, 2020 and July 1, 2021, respectively.

New this year, applicants must submit a pre-application by July 1, 2019 at 5 PM in order to be considered for funding. All applications will be submitted via a web-based application procedure and will require your locality to be registered with an appropriate SMART Portal log-in account. If you have previously applied for Revenue Sharing, Transportation Alternatives, Highway Safety Improvement, State of Good Repair, or SMART Scale funds through the SMART Portal, you will use the same log-in credentials.

Timeline for FY2021 and FY2022 Revenue Sharing Application Submittal:

- **May 15, 2019:** Pre-Application cycle for FY 2021 and FY2022 opens. Your locality will enter required information via the SMART Portal. Pre-application **must** be submitted by the deadline in order to be considered for funding.
 - **Deadline for Pre-Application submission is July 1, 2019 at 5PM.**
- **No Later Than August 15, 2019:** After your pre-application is approved, access will be provided to your locality's full application to be completed and to upload required additional documentation. Please note that your locality resolution supporting this application and committing to the required local funding, along with all other required documentation, must be uploaded with your application in order for your application to be considered. No extra time is being provided for resolution submittal.(change from past years)
 - **Deadline for application completion is October 1, 2019 at 5PM.**

As you develop your project applications, we encourage you to work closely with your District contacts regarding your project scope, budget, and schedule. Transportation projects can pose unique challenges and VDOT District staff can provide invaluable insight that may help you ensure you submit a completed application which addresses those challenges.

As noted above, applicants must include a resolution committing to their local matching share. With this funding commitment, the Department's expectation is that the local project administration agreement will be executed and the project started expeditiously after the funds are authorized. Failure to execute the project administration agreement and initiate the project within established time-frames can jeopardize project funding.

The Department looks forward to working with you during the upcoming months regarding your application for Revenue Sharing Program funding for FY2021 and FY2022. I encourage you to contact your local VDOT representative for guidance in preparing your pre-application or to discuss candidate projects. If you have any questions about the Program you may contact Michele Piccolomini at (804) 786-9125 or by email at Michele.Piccolomini@VDOT.virginia.gov. You may also reach me at (804) 786-7314 or by email at Julie.Brown@VDOT.virginia.gov.

Sincerely,

Julie R. Brown
Director, Local Assistance Division