



COMMONWEALTH of VIRGINIA

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

Charles A. Kilpatrick, P.E.
Commissioner

June 21, 2017

To: County Administrators/City and Town Managers

Subject: FY 2018 Revenue Sharing Program Approval

At their June 20th meeting, the Commonwealth Transportation Board approved allocations for the fiscal year 2018 Revenue Sharing Program. The list of approved projects can be found on our website at: <http://www.virginiadot.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.

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.”

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 fiscal year’s 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 next Revenue Sharing application process will begin our biennial application cycle. Accordingly, next year’s project allocation selections will be for fiscal years 2019/2020 and you will be asked, as part of the application submittal, to prioritize your funding request by fiscal year. Additional information regarding the on-line (SMART Portal) application will be available soon on the Local Assistance Division website.

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In addition, the Local Assistance Division will be holding a statewide Local Programs workshop at the Founders Inn in Virginia Beach, VA on September 12 – 14, 2017. 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
Charlie A. Kilpatrick, P.E., Commissioner of Highways
Julie Brown, Local Assistance Division Director
Virginia Association of Counties
Virginia Municipal League