



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

1401 EAST BROAD STREET
RICHMOND, VIRGINIA 23219-2000

CHARLES A. KILPATRICK, P.E.
COMMISSIONER

January 16, 2014

To: County Administrators/City and Town Managers

RE: De-Allocation of Revenue Sharing Funds Update

The Commonwealth Transportation Board (CTB) approved the annual de-allocation of Revenue Sharing funding at their January Board meeting. A list of projects that were affected by this de-allocation is posted at <http://www.virginiadot.org/business/local-assistance.asp>.

If your locality has any project(s) that had funds de-allocated, and you had previously provided your local match to VDOT, you will receive a refund for your unused balance. Over the next month, the Local Assistance Division will be working with the VDOT District Office to begin the task of processing these refunds. We anticipate all refunds being completed this spring.

As a reminder, this de-allocation process will be repeated annually to ensure that state funds are being utilized in a timely manner. We anticipate our next review will be initiated in the spring of this year and encourage you to continue to monitor any revenue sharing funded projects to ensure they are progressing and funding is being spent within the established timeline. If you have completed projects with surplus funds, now is the time to identify another viable project to receive a transfer of this funding surplus. As a reminder, per the adopted CTB De-allocation Process, once a project has been identified for de-allocation, transfers can only be made to projects that are in deficit or have already been advertised and additional funding is needed for award.

If you have any questions or concerns please feel free to contact your local VDOT contact or me at (804) 786-0334 or by email at jennifer.debruhl@vdot.virginia.gov.

Sincerely,

Jennifer B. DeBruhl
Director, Local Assistance Division