



COMMONWEALTH of VIRGINIA

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

GREGORY A. WHIRLEY
ACTING COMMISSIONER

March 4, 2010

Dear County Administrators/City & Town Managers:

RE: Revenue Sharing Program for FY 2011

As you know, the Revenue Sharing Program allows the Virginia Department of Transportation (VDOT) to provide state funds to match local funds for the construction or improvement of roadways in your locality. Based on the Code of Virginia, this program can be allocated between \$15 million and \$50 million in state funds, subject to appropriation. At this time, proposals under consideration by the General Assembly for the FY11 budget fund the program at \$15 million. Although the legislature continues to work through the details of the budget, we are moving forward with the application process for FY11. We will provide a follow-up memo to advise you of the total amount to be allocated when that information is available.

If your locality wishes to participate in the program for the fiscal year ending June 30, 2011, the following items **must be provided by June 18, 2010** to the Local Assistance Division **through your local VDOT representative**:

- A resolution outlining your request to participate and support of the potential project(s) identified for possible funding from the program. (sample on our website)
- A *Detailed Designation of Funds Form* for each project, which provides detailed project information (sample on our website)
- Applications should be electronically submitted, followed up by signed paper copies

With the potential for less program funding, it is critical that you familiarize yourself with the requirements and prioritization criteria set forth in Section 33.1-23.05 of the *Code of Virginia* and the Revenue Sharing Program Policy of the Commonwealth Transportation Board. These can be found as appendices of the program guide at <http://www.virginiadot.org/business/local-assistance.asp>. If you have any questions about the Program, you may contact Debbi Webb-Howells at (804) 786-1519 or by email at Debbi.Webb-Howells@VDOT.virginia.gov.

The Department looks forward to working with you on this during the upcoming year. I encourage you to contact your local VDOT representative for assistance in identifying projects or developing estimates. You may also reach me at (804) 786-2745 or Michael.Estes@VDOT.virginia.gov

Sincerely,

Michael A. Estes, P.E.
Director, Local Assistance Division

cc: Virginia Association of Counties
Virginia Municipal League