



# Sample Resolution

## Transportation Alternatives Project Endorsement Resolution

**Whereas**, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation to establish a Transportation Alternatives project in (jurisdiction).

**Now**, Therefore, Be It Resolved, that (the project sponsor), requests the Commonwealth Transportation Board to establish a project for the improvement of (name/description of project).

**Be It Further Resolved**, that (the project sponsor) hereby agrees to provide a minimum 20 percent matching contribution for this project.

**Be It Further Resolved**, that (the project sponsor) hereby agrees to enter into a project administration agreement with the Virginia Department of Transportation and provide the necessary oversight to ensure the project is developed in accordance with all state and federal requirements for design, right of way acquisition, and construction of a federally funded transportation project.

**Be It Further Resolved**, that (the project sponsor) will be responsible for maintenance and operating costs of any facility constructed with Transportation Alternatives Program funds unless other arrangements have been made with the Department.

**Be It Further Resolved**, that if (the project sponsor) subsequently elects to cancel this project (the project sponsor) hereby agrees to reimburse the Virginia Department of Transportation for the total amount of costs expended by the Department through the date the Department is notified of such cancellation. (The project sponsor) also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
\_\_\_\_\_, Virginia

By: \_\_\_\_\_

Attest