Funding Programs / Applications
A Help Guide on Obtaining Federal and State Funds
Breakout Session #3

Wednesday, September 19, 2018
Debbi Webb-Howells – Moderator
Program Manager, Local Assistance Division
Network for Success
Local Programs Workshop

SMART SCALE Update
Policy Changes and Round 3 Stats

Kimberly Pryor
Director
Infrastructure Investment Division
Overview

• SMART SCALE Policy Changes
• Round 3 Stats
• Comparison to Round 1 and 2
• Schedule
SMART SCALE Policy Changes for Round 3

• Biennial schedule
  – Intake earlier and longer

• Number of applications allowed per applicant
  – <200k locality/500k region = 4
  – >200k locality/500k region = 10
  – CTB members may allow 1 additional per District

• Project readiness
  – Formalize and strengthen policy on required level of project planning
  – Demonstrate that a project has public support, requiring resolution of support from governing body

• Project eligibility
  – Clarify the ineligibility of maintenance and SGR projects
SMART SCALE Policy Changes for Round 3

- Minor refinement to some measures
- Full Funding Policy
  - Program not intended to replace committed local/regional funding sources, proffers, and/or other committed state/federal funding sources
  - If $ request is to add components to existing fully funded project then requested components will be analyzed independently
- Relationship of Major Project Elements
  - Project elements must be associated (contiguous or same improvement type)
**Round 3 Schedule**

- **5 month application intake window - 3 more months than previous rounds**

- **5 month project evaluation and scoring window - 2 more months than previous rounds**
Round 3 Application Stats

<table>
<thead>
<tr>
<th>District</th>
<th>Apps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bristol</td>
<td>50</td>
</tr>
<tr>
<td>Culpeper</td>
<td>43</td>
</tr>
<tr>
<td>Fredericksburg</td>
<td>35</td>
</tr>
<tr>
<td>Hampton Roads</td>
<td>58</td>
</tr>
<tr>
<td>Lynchburg</td>
<td>30</td>
</tr>
<tr>
<td>Northern Virginia</td>
<td>47</td>
</tr>
<tr>
<td>Richmond</td>
<td>85</td>
</tr>
<tr>
<td>Salem</td>
<td>49</td>
</tr>
<tr>
<td>Staunton</td>
<td>71</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>468</strong></td>
</tr>
</tbody>
</table>

Numbers are likely to change as application screening and validation is still underway.
Round 3 Application Stats

Applications by Project Type

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Apps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bike/Pedestrian</td>
<td>70</td>
</tr>
<tr>
<td>Bus Transit</td>
<td>15</td>
</tr>
<tr>
<td>Highway</td>
<td>371</td>
</tr>
<tr>
<td>Rail Freight</td>
<td>1</td>
</tr>
<tr>
<td>Rail Transit</td>
<td>2</td>
</tr>
<tr>
<td>TDM</td>
<td>9</td>
</tr>
</tbody>
</table>

Numbers are likely to change as application screening and validation is still underway.
Round 3 Application Stats

<table>
<thead>
<tr>
<th>District</th>
<th>SMART SCALE $</th>
<th>Total $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bristol</td>
<td>$656.2</td>
<td>$656.2</td>
</tr>
<tr>
<td>Culpeper</td>
<td>$695.5</td>
<td>$745.6</td>
</tr>
<tr>
<td>Fredericksburg</td>
<td>$438.8</td>
<td>$493.4</td>
</tr>
<tr>
<td>Hampton Roads</td>
<td>$821.9</td>
<td>$4,523.6</td>
</tr>
<tr>
<td>Lynchburg</td>
<td>$244.3</td>
<td>$270.2</td>
</tr>
<tr>
<td>Northern Virginia</td>
<td>$1,720.9</td>
<td>$3,103.7</td>
</tr>
<tr>
<td>Richmond</td>
<td>$1,170.8</td>
<td>$1,240.3</td>
</tr>
<tr>
<td>Salem</td>
<td>$730.8</td>
<td>$803.6</td>
</tr>
<tr>
<td>Staunton</td>
<td>$476.8</td>
<td>$552.9</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$6,956.0</td>
<td>$12,389.3</td>
</tr>
</tbody>
</table>

Numbers are likely to change as application screening and validation is still underway.
Round 1 Project Stats

- **First Project**
  - # selected: 132
  - Avg request: $9.9M
  - Avg score: 9.1

- **Second Project**
  - # selected: 162
  - Avg request: $8.7M
  - Avg score: 10.8

- **Third Project**
  - # selected: 14
  - Avg Request: $3.3M
  - Avg Score: 19.4

- **Fourth Project**
  - # selected: 8
  - Avg request: $3.8M
  - Avg score: 19.6

- **Fifth Project**
  - # selected: 1
  - Avg request: $10.0M
  - Avg score: 21.1

- **Sixth Project**
  - # selected: 7
  - Avg Request: $3.8M
  - Avg Score: 13.8

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Round 2 Project Stats

- **Total # selected**: 107
  - Avg request: $7.8M
  - Avg score: 21.4

- **First Group**
  - # selected: 147
    - Avg request: $7.0M
    - Avg score: 24.0

- **Second Group**
  - # selected: 23
    - Avg Request: $2.0M
    - Avg Score: 29.8

- **Third Group**
  - # selected: 10
    - Avg Request: $4.2M
    - Avg Score: 28.6

- **Fourth Group**
  - # selected: 5
    - Avg request: $2.2M
    - Avg score: 49.1

- **Fifth Group**
  - # selected: 2
    - Avg request: $46.3M
    - Avg score: 10.9
Schedule

2018
March 1 : Portal opens and pre-application intake began
June 1 : Pre-application submission deadline
June 1 - July 13 : Pre-screening (VTrans Need, eligibility and readiness)
August 8 - Final application submission deadline (extended)
August - September : Validation and Final Screening
October – November : Fall Transportation Meetings
August - January : Measure Development and Scoring

2019
January 15 : Scores to CTB and public
February - April: Development of Draft SYIP
June CTB Meeting : Adoption of SYIP
Questions?

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Highway Safety Improvement Program Overview

Tracy Turpin, P.E.
HSIP Project Delivery Program Manager
Introduction

HSIP is a core program administered at the federal level by the US department of Transportation Federal Highway Administration (FHWA) office of safety.

The primary objective of HSIP is to identify and improve locations where there is a high concentration or risk of vehicle crashes that result in death or injuries.

Involves a comprehensive data driven approach and Coordinate with the 2017-2021 Strategic Highway Safety Plan (SHSP)
HSIP Programs

- Highway Safety Program (HSP)
- Bicycle and Pedestrian Safety Program (BPSP)
- Highway-Rail Grade Crossing Safety Program (H-RGCP)

HSIP Projects

- Spot or Traditional Projects
- Systemic Projects
HSIP Program/Projects:

HSIP funds are available for two types of projects:

- **Locations or corridors where a known, ‘substantive safety’ problem exists as indicated by location-specific data on severe crashes.**

- **Locations where a risk based analysis has demonstrated the need for low-cost, widely implemented systemic countermeasures that target high-risk roadway features.**

- **Provides more comprehensive method for safety planning and implementation that enhance and supplements traditional approach.**
Locality HSIP Eligibility Criteria:

1. Has your locality administered a federal aid highway improvement project within the previous 5 years? **NO**
   - **YES**

2. Does your locality have more than $5 million in HSIP funds allocated or 3 or more HSIP projects? **NO**
   - **YES**

3. Are 70% of the HSIP project allocations authorized for construction at the time of application? **NO**
   - **YES**

   - **HAS** HSIP projects WITHOUT Right of Way must be authorized for construction within 18 months.
   - **HAS** HSIP projects WITH Right of Way must be authorized for construction within 30 months.

4. Does your locality have 1 or more projects not meeting these schedule requirements? **YES**
   - **NO**

5. Eligible to request new HSIP project funds

6. Ineligible to request new HSIP project funds

7. Local Agency Safety Program (LASP) .......................................................... 7-1
   7.1. Program Overview ........................................................................... 7-1
   7.2. Proposal Eligibility ......................................................................... 7-1
   7.3. Project Funding .............................................................................. 7-4
   7.4. Proposal Requirements ......................................................... 7-4
   7.5. Safety Improvement Proposal Procedure ................................... 7-4
   7.6. Project Selection ........................................................................... 7-5

Source: Chapter 7 Highway Safety Improvement Program Implementation Guidelines

HSIP Active Project Status Admin by Locality:

Admin By

LOCALITY: 34%
VDOT: 66%

Phase Status

CN: 18%
PE: 80%
ROW: 2%

By District

Hampton Road: 32%
Richmond: 13%
Salem: 12%
Lunchburg: 5%
Staunton: 7%
Fredericksburg: 3%
Culpeper: 7%
NOVA: 11%
Bristol: 10%

Admin By District
VDOT allocated 20 percent of its annual HSIP appropriation for Locally Administered HSIP projects.

Available funding for Locally Admin HSIP Projects:
- FY24: $1.8M, FY24: $7.0M and FY25: $12.3M
- Apart from HSIP VDOT received $12.8M from NHTSA for FY19, $8.0M is Set-aside to implement PSAP.
Virginia Crash Trends (KA):

Deaths SHSP Target

Serious Injuries SHSP Target

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Welcome to SMART Portal

All submitted project applications will be subject to requirements of the Freedom of Information Act (FOIA).

If you need assistance with this site, send your requests to SmartPortal@CTB.Virginia.gov.

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## HSIP Implementation Schedule and Key Dates:

<table>
<thead>
<tr>
<th>Deadline</th>
<th>Phase</th>
<th>Description</th>
</tr>
</thead>
</table>
| August 1st – November 1st | Intake Period                      | • Smart portal open.  
• Submitters can create applications and submit the applications in their organizations.  
• Submitters can update/submit applications  
• Submitters can unsubmit applications in their organization.  
• Submitters can prioritize application in their organization.  
• District can put comments, create alerts and answer alerts on Locality applications. |
| November 1st – December 1st | Local Liaison Validation (Locality Application only) | • Local Liaison review the completeness of the applications before submitting the application for district TED validation.  
• Local Liaison review either the Project is consistent with Locality Comprehensive Transportation Plan and followed the policy and procedure outlined on Locally Administered Projects (LAP) Manual.  
• Local Liaison co-ordinate with Locality to edit the major changes on the application. |
| November 1st – January 1st | District Validation                | • District can perform validations on Locality applications  
• District can comment, create alert and answer alerts on applications.  
• District Validator can update all application for assigned programs |
| November 1st – February 1st | Central Office Validation          | • CO validators can perform validations on all applications  
• CO can comment, create alert and answer alerts on applications |
| February 1st – March 1st  | Detail Review/Scoring              | • Detail review of the scored applications.  
• Conference call with each district to review the draft funding plan and invite feedback/comments.  
• Application goes to Public Visibility. |
| March 1st – May 1st       | Fund Programmed                    | • Proposed project will be set up in pool – Temporary UPC  
• Coordination with the PIM office is required prior to the creation of any TUPC for HSIP Projects.  
• Genmod will be open and Funding will be allocated.  
• Final Permanent UPC will be set up in pool  
• Draft SYIP will be presented to CTB |
| May 1st – June            | CTB Approval                        | • Prepare the final draft of the highway safety SYIP for CTB approval.  
• Final approved CTB approval list will be shared to locality and district. |
HSIP Work Flow:

**HSIP Validation**

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Application is Submitted</th>
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<tbody>
<tr>
<td></td>
<td>Locally Administered?</td>
</tr>
<tr>
<td></td>
<td>Yes</td>
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<tr>
<td></td>
<td>Local Liaison Validation</td>
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<tr>
<td></td>
<td>No</td>
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<tr>
<td></td>
<td>Validation Complete (Screen Out)</td>
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<td></td>
<td>Pass Local Liaison Validation?</td>
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<tr>
<td></td>
<td>No</td>
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<td></td>
<td>District Validation</td>
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<td>No</td>
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<td>Screened Out</td>
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<td></td>
<td>Passed District Validation?</td>
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<td>Yes</td>
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<td>Central Office Validation</td>
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<td>Pass CO Validation?</td>
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<td>Yes</td>
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<td>Screened In</td>
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<td>No</td>
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<tr>
<td></td>
<td>Scored</td>
</tr>
</tbody>
</table>

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## Systemic Low Cost Safety Countermeasures Examples:

<table>
<thead>
<tr>
<th>Countermeasure</th>
<th>Cost</th>
<th>CRF</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rumble Strips/Stripes</strong></td>
<td>$7K/mile – center line RS, $12K/mile – shoulder RS</td>
<td>44-64% - center line RS, 36% - shoulder RS</td>
</tr>
<tr>
<td><strong>Curve Delineation</strong></td>
<td>$5K/location</td>
<td>30-50% of all crashes</td>
</tr>
<tr>
<td><strong>Road Diets</strong></td>
<td>$20-30K/mile for pavement marking changes</td>
<td>29% of all crashes</td>
</tr>
<tr>
<td><strong>Safety Edge</strong></td>
<td>$536-$2,145K per mi for both sides of the road</td>
<td>20% in total crashes</td>
</tr>
</tbody>
</table>

**FHWA proven safety countermeasure**
Systemic Low Cost Safety Countermeasures Examples:

- **Flashing Yellow Arrow**: Drivers turning left must stop and wait (except where permitted by law).
- **Retroreflective Backplates**: Stop, if you can do so safely.
- **Flashing Yellow Arrow**: Proceed with left turn after yielding to oncoming traffic and pedestrians.
- **Steady Green Arrow**: Proceed with left turn.

**Cost and CRF**:
- **Flashing Yellow Arrow**: Cost: $20K/intersection, CRF: 36% of left turn angle crashes, 15% of total crashes.
- **Retroreflective Backplates**: Cost: 5-7K/intersection, CRF: 15% of all intersection crashes.
- **High intensity Activated Crosswalk Beacon**: Cost: HAWK Signal: $90-120K per location, CRF: 29% Total Crashes, 69% Ped Crashes.
- **Ped Refuge Islands**: Cost: $20-30K/location if no R/W needed, CRF: Ped crash by 46%-45% of all crashes.

**FHWA proven safety countermeasure**
Contact Information:

Tracy Turpin, P.E.
HSIP Project Delivery Program Manager
Phone: 804-786-6610
Email: Tracy.Turpin@vdot.virginia.gov

THANK YOU
Transportation Alternatives Set-aside Application and Scoring Tips

Pam Liston
Transportation Alternatives Program Manager
Local Assistance Division
Applying for TA Funding

**Transportation Alternatives Set-aside**: 80 /20 federal reimbursement program to assist local sponsors with non-motorized transportation improvements

- Who can apply?
- What activities are eligible for the program?
- How much can I apply for?
- When is the application deadline?
Call for Applications

• In 2017 the TA program moved to a biennial application cycle only accepting applications in ODD years – 2017, 2019, 2021, etc.

• Aligning with the SMART SCALE program, the TA and other special funding programs will require a “pre-application” submission

• If you do not submit a pre-application for a project, the project will not be eligible for TA funding
Tentative Application Timeline

Pre-application period:
• Opening 5/15/19
• VDOT District staff will evaluate project including proposed scope, termini and estimated costs
• Pre-application DUE 7/1/19

Application period:
• Opening 8/15/19
• VDOT District and CO LAD staff will work together and coordinate with applicant to finalize / clarify any outstanding issues
• Final application DUE 10/1/19
Pre-application Preparation

Start early

- Evaluate project site conditions
- Identify project scope and termini
- Prepare project cost estimate

Once pre-application submitted – work with VDOT District staff to refine project scope and estimates

- Incorporate VDOT comments into application submission

Set schedule for Final Application Submission

- Hold public information meeting
- Secure local resolution
- Obtain MPO endorsement – if required
TA Scoring Process

All Applications:
• Evaluated by multiple people
• Scores averaged together to provide an overall “merit” score
• The “merit” score is based on responses in 5 categories
• Ranking for New Projects is based solely on “Merit” score

Applications for Existing Projects:
• Receive a 2\textsuperscript{nd} score based on progress being made through project development
• This “priority” score is provided by VDOT District Project Coordinator
• Ranking for Existing Projects is based first on “Priority” score then “Merit” score
Scoring Categories
Merit Score

• Project Funding
• Project Concept
• Improving the Transportation Network
• Sponsor’s Ability to Administer
• Readiness to Proceed
Scoring Category – Project Funding

Looking for:

• Have all potential costs been captured and included in the budget and funding plan?
• Cash match and capital to get project started
• Other funding sources and/or funding partners
• Concise scope; can project realistically be funded
Scoring Category – Project Concept

Looking for:

• Well defined scope with logical termini (independent utility)
• Knowledge / understanding of ADA and design standards
• Realistic evaluation of the proposed project including proposed solutions for potential challenges or obstacles
• Benefits other than recreational; destinations
Looking for:

- Connections to existing network or filling a gap
- New pedestrian / bicycle facility; more than rehab / repairs
- Alternative to using motorized transportation for daily needs; will take cars off the highway
- Improves pedestrian / bicycle safety

<table>
<thead>
<tr>
<th>Project Improves the Transportation Network</th>
<th>Point allocation (max. 65)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project meets Safe Routes to School criteria</td>
<td>5 (Y / N)</td>
</tr>
<tr>
<td>Project provides access to public transportation</td>
<td>10</td>
</tr>
<tr>
<td>Project provides connectivity, or fills gaps within, existing transportation network</td>
<td>5 (Y / N)</td>
</tr>
<tr>
<td>Provides pedestrian / bicycle facilities where none exist (primary focus)</td>
<td>15</td>
</tr>
<tr>
<td>Project provides alternate transportation choices to achieve daily needs</td>
<td>10</td>
</tr>
<tr>
<td>Project improves pedestrian and bicycle safety by adding safety features</td>
<td>5 (Y / N)</td>
</tr>
<tr>
<td>Project reduces traffic speeds by utilizing traffic calming design elements</td>
<td>5 (Y / N)</td>
</tr>
<tr>
<td>Project is part of local / regional comprehensive plan</td>
<td>10</td>
</tr>
</tbody>
</table>

Improves the Transportation Network Score:
Scoring Category – Ability to Administer

Looking for:

• Full-time local staff member to be responsible person
• Experience with federal regulations and documentation
• Experience with administering federal transportation projects and/or federal training
• Situations that demonstrate experience; use of appropriate “buzz” words that indicate knowledge
• Adequate financial system to track costs

<table>
<thead>
<tr>
<th>Sponsor’s Ability to Administer Federal Project</th>
<th>Point allocation (max. 60)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sponsor has dedicated staff to act as Responsible Person (RP)</td>
<td>10</td>
</tr>
<tr>
<td>RP has experience administering federal-aid transportation projects</td>
<td>20</td>
</tr>
<tr>
<td>Project Manager (PM) has experience administering federal-aid projects</td>
<td>15</td>
</tr>
<tr>
<td>Sponsor (RP/PM) has training related to the administration of federal-aid projects</td>
<td>10</td>
</tr>
<tr>
<td>Sponsor has adequate project financial management system in place</td>
<td>5</td>
</tr>
</tbody>
</table>

Ability to Administer Score:
Scoring Category – Readiness to Proceed

Looking for:

- If funding awarded, is this project ready to go?
- Prior experience on “like” projects; prior phases
- Design and right-of-way critical indicator
- Consideration and accommodation for expected challenges / possible delays

<table>
<thead>
<tr>
<th>Project’s Readiness to Proceed</th>
<th>Point allocation (max. 65)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Designer already on-board (either contract or staff)</td>
<td>5 (Y / N)</td>
</tr>
<tr>
<td>Prior phases of this project are under construction or have been completed</td>
<td>10</td>
</tr>
<tr>
<td>Preliminary work complete: master plan / feasibility / operation/PE study</td>
<td>15</td>
</tr>
<tr>
<td>30% plus plans developed</td>
<td>5 (Y / N)</td>
</tr>
<tr>
<td>All Right of Way Secured or none needed</td>
<td>20</td>
</tr>
<tr>
<td>No utility / other conflicts</td>
<td>10</td>
</tr>
</tbody>
</table>

Project’s Readiness Score:
Scoring Measure
Priority Score

- We also refer to this as a “readiness” score
- Relies on a 6-point scale:
  1 = in CN or ready for CN
  6 = just beginning project development
- Scores based on responses provided in Application Attachment and VDOT knowledge of project
- For existing projects – emphasis is on providing additional funding to projects ready for construction
TA Selection Process

Legislation sets a specific amount of funding to be allocated based on population areas; the rest can go anywhere in the state

- First selections made by each of the nine (9) District CTB members - $2M each ($1M for each FY)
- Next selections are usually those made by the four TMAs (made up of 6 MPOs or Metropolitan Planning Organizations)
- Selections are completed by the At-Large CTB members and the Secretary of Transportation
Application Tips

• Have a well defined project scope
• Provide detailed responses
• Provide a detailed, all-inclusive project budget
• Include maps and pictures
• Include necessary prerequisites
• Once funding awarded, proceed with project development and submit reimbursements in a timely manner; this will increase “Priority Score” on next application
Resources

• Transportation Alternatives Website
  http://www.virginiadot.org/business/prenhancegrants.asp

• FHWA – Transportation Alternatives Website
  http://www.fhwa.dot.gov/environment/transportation_alternatives/

• Local Assistance Website
  http://www.virginiadot.org/business/local-assistance.asp
QUESTIONS?

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Transportation Alternatives Program Manager
Pamela.Liston@VDOT.Virginia.gov
804-786-2543
Revenue Sharing Program, Economic Development, Airport & Recreational Access Programs, and High Volume Unpaved Roads Program

Bill Dandridge
State-Funded Special Programs Section Manager
Local Assistance Division
High Volume Unpaved Roads Program
You Need To Know

• Eligibility:
  ➢ “High Volume Unpaved Roads” carry 500+ vehicles per day
  ➢ Project must be in County’s approved Secondary Six-Year Improvement Plan
High Volume Unpaved Roads Program
You Need To Know

• Scoring:
  ➢ 20% - Higher volume routes
  ➢ 20% - Engineering complete and necessary right of way secured
  ➢ 15% - Readiness for construction
  ➢ 15% - Additional local funds allocated
  ➢ 15% - Project addresses identified safety issues
  ➢ 15% - Direct access to schools/community/public service facilities
High Volume Unpaved Roads Program Resources

• Local Assistance Division website: http://www.virginiadot.org/business/local-assistance-locallyAdministered.asp

• High Volume Unpaved Road Funds: http://www.virginiadot.org/business/local_assistance_division_funding_programs.asp#high

Access Road Programs
Getting Started

• Economic Development Access and Airport Access
  – Be familiar with §33.2-1509 of the Code of Virginia
  – Review, as relevant, the Economic Development Access Guide or the Airport Access Guide

• Recreational Access Program
  – Be familiar with §33.2-1510 of the Code of Virginia
  – Review the Recreational Access Program Guide

• Contact your local VDOT office
Access Road Programs
You Need to Know – Funding Limitations

• Economic Development Access:
  ° $650,000 ($500,000 unmatched & $150,000 matched) maximum allocation per project, per locality, per year
  ° $5 Qualifying Investment Documentation : $1 state allocation

• Airport Access Program:
  ° $650,000 ($500,000 unmatched & $150,000 matched) maximum allocation per project, per airport, per year

• Recreational Access Program
  ° Road - $350,000 ($250,000 unmatched & $100,000 matched) maximum allocation per project
  ° Bikeway - $75,000 ($60,000 unmatched & $15,000 matched) maximum allocation per project
Access Road Programs
You Need to Know – Application

• Project Funding Requests received year-round
• Coordinate through local VDOT office
  ◊ Use Pre-Application Project Coordination Form
• Project / Program funding requested via Local Government resolution
• Project requests involve other state agency support respective of Access Program type
  ◊ Economic Development Access – VEDP / DSBSD
  ◊ Airport Access – DOAV
  ◊ Recreational Access – DCR / DHR
Access Road Programs
You Need to Know – Purpose & Other Stuff

• Purpose: Provide adequate, appropriate access respective of the development type (Access Program)
• Ensure site and intended development is eligible
• Stand-alone improvements such as turn-lanes or signalization are not viable requests
• Project requested provides complete access & to be fully funded
Access Road Programs
You Need to Know – Purpose & Other Stuff

- Economic Development Access projects may be requested and proceed under a speculative nature, if bonded
- Project & Funding Allocation approved by CTB
  - Execution of project administration agreement
  - Locality provision of right of way and utility adjustment
  - Matching & supplemental funding provided, as necessary
- Funding available…after contingencies of allocation satisfied
Revenue Sharing Program
You Need To Know

• Familiarize yourself with §33.2-357 of the Code of Virginia – Revenue Sharing Program funding
  ◇ Particularly, CTB’s criteria for priority selection

• Review the Revenue Sharing Guidelines

• Confirm or establish account for web-base submission of application on the SMART Portal
  ◇ SMART Portal opens May 15, 2019 (tentative)

• Contact your local VDOT office
Revenue Sharing Program
You Need To Know

• Determine if your project is eligible
  – Identify the needed improvements
  – Develop a well-defined scope
  – Develop an estimated project cost

• Pre-Application required via SMART Portal
  (New!)

• Schedule for…
  – Public Information Meeting
  – Resolution from Locality providing commitment to funds
  – Completion of supporting documentation
Revenue Sharing Program
You Need To Know

• Currently, $100M annual budgeted available funding
• $5M maximum allocation request per locality, per year
  – Total request for Maintenance projects limited to $2.5M
• $10M maximum cumulative state match per project
  – This limitation includes allocations received by transfer
  – Projects currently with $10M Revenue Sharing state allocations cannot receive additional Revenue Sharing funds

Note: Revenue Sharing projects may not receive additional funds to replace Revenue Sharing funds previously transferred off project
Revenue Sharing Program
You Need To Know

Transfers of Program funding – Options & Procedures

– CTB District representative concurrence required
– Transfers affect the cumulative total of Project allocations
– Transfer surplus within 6 months of project completion
– Recipient projects:
  • Need additional funding transfer to meet advertisement within 1 year of request, or
  • Need transfer to address existing deficit, or
  • Need transfer to address estimate increase
## Revenue Sharing Program

### 2017 Policy Changes

<table>
<thead>
<tr>
<th>Policy</th>
<th>Previous Policy</th>
<th>NEW POLICY</th>
<th>Anticipated Impact / Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Initial Allocation from Application</td>
<td>$10M per locality annually</td>
<td>Provide immediate impact of reducing Tier 1 requests allowing more localities and additional projects to receive Revenue Sharing allocations.</td>
</tr>
<tr>
<td>1-a</td>
<td>Locality Allocation Request Limitation</td>
<td>$5M per locality annually ($10M per biennial application cycle).</td>
<td>Provide long-term benefits by ensuring very large projects do not continue to exhaust limited Revenue Sharing funding at the disadvantage of smaller projects.</td>
</tr>
<tr>
<td>1-b</td>
<td>Project Allocation Limitation</td>
<td>Unlimited</td>
<td>Provides additional oversight and oversight with minimal delay. Provides some benefit of successfully completing projects under budget and reduces future need on existing projects.</td>
</tr>
<tr>
<td>2</td>
<td>Transfer of Revenue Sharing Funds</td>
<td>Funds transferred administratively; no restrictions</td>
<td>Ensures projects are made only to projects with an immediate need and minimizes the ability to use Revenue Sharing program as funding source for projects which have not gone through application process.</td>
</tr>
<tr>
<td>2-a</td>
<td>Surplus funds from a completed project to existing Revenue Sharing Project</td>
<td>Project must be viable and in the current Six Year Improvement Plan with concurrence of District CTB Member.</td>
<td>Ensures transfers are made only to projects with an immediate need and minimizes the ability to use Revenue Sharing program as funding source for projects which have not gone through application process.</td>
</tr>
<tr>
<td>2-b</td>
<td>Transfer from on-going Revenue Sharing project to on-going Revenue Sharing project</td>
<td>Funds transferred administratively; no restrictions</td>
<td>Ensures transfers are made only to projects with an immediate need and minimizes the ability to use Revenue Sharing program as funding source for projects which have not gone through application process.</td>
</tr>
<tr>
<td>2-c</td>
<td>Surplus funds from a completed project to non-Revenue Sharing project</td>
<td>Surplus funds must be returned to Revenue Sharing Program Balance Entry; Funds may be reallocated only by CTB action.</td>
<td>Ensures transfers are made only to projects with an immediate need and minimizes the ability to use Revenue Sharing program as funding source for projects which have not gone through application process.</td>
</tr>
<tr>
<td>2-d</td>
<td>Transfer from on-going Revenue Sharing project to non-Revenue Sharing project</td>
<td>Funds currently may be transferred in accordance with policies applicable to existing Revenue Sharing project or non-Revenue Sharing projects</td>
<td>Prevents misuse of transfer process eliminating the replacement of funds that have been transferred to other projects; ensures localities plan and estimate for funding provided during application cycle.</td>
</tr>
<tr>
<td>2-e</td>
<td>Miscellaneous Provisions</td>
<td>Clarification that a Locality may not request additional funds during application cycle to replace funds transferred off a Revenue Sharing project.</td>
<td>Prevents misuse of transfer process eliminating the replacement of funds that have been transferred to other projects; ensures localities plan and estimate for funding provided during application cycle.</td>
</tr>
<tr>
<td>3</td>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3-a</td>
<td>Deallocation process - Surplus funds after project completion</td>
<td>Project subject to deallcation 24 months after projects is completed.</td>
<td>Ensures timely reallocation of surplus funds.</td>
</tr>
<tr>
<td>3-b</td>
<td>Timely expenditure of funding, requirement to expend funds within one year of CTB allocation</td>
<td>Projects must spend a portion of their Revenue Sharing funding within one year. Currently, there is no enforcement provision.</td>
<td>Helps ensure timely implementation of projects.</td>
</tr>
</tbody>
</table>
Revenue Sharing Program
Keys to Success

• Start planning EARLY
  – Next application cycle will be for fiscal years 2021 & 2022
  – Pre-Application via SMART Portal tentatively set for mid May 2019

• Be prepared to provide appropriate SUPPORTING DOCUMENTATION

• Ensure PROJECT IS READY TO BEGIN work upon receipt of requested funding

• WORK CLOSELY WITH YOUR VDOT CONTACT to make sure your project is viable and eligible for Revenue Sharing funding
Revenue Sharing Program
SMART Portal

Smart Portal Log-On screen

Welcome to SMART Portal

The Smart Portal Application Tool provides public access to applications that have been submitted for various funding programs available through the Virginia Department of Transportation and the Department of Rail and Public Transportation. These programs include SMART SCALE, Transportation Alternatives Set-Aside (TAS), Revenue Sharing (RS), Highway Safety (HSIP), Bike/Ped Safety (BSPS), Systemic Safety Improvements (SSI), Rail Safety Improvements, and State of Good Repair (SGR) Bridges and Paving (coming soon). To find out more information about each application program click on the About tab.

After each round of application submission and scoring, the tool provides public view of the individual project applications and the resulting score for each project and program. This includes screened out applications that may be selected for resubmission in a future round. Each application program includes a drill down into the cohort list of applications with multiple filter options, including identification of projects selected for funding in the Six-Year Improvement Program.

CLICK HERE TO CHECK OUT SMART PORTAL PUBLIC

All submitted project applications will be subject to requirements of the Freedom of Information Act (FOIA).

If you need assistance with this site, send your requests to SmartPortal@CTB.Virginia.gov.

Sign in is required
Choose the program you are submitting an application for.
Revenue Sharing Program
SMART Portal

Click on “pearls” to skip to that section of the application

Make sure you answer each question! This helps us accurately prioritize your application.

...And be prepared to provide supporting documentation, as required
Revenue Sharing Program Resources

• Local Assistance Division website:
  http://www.virginiadot.org/business/local-assistance.asp

• Revenue Sharing Program Guidelines:
  http://www.virginiadot.org/business/local-assistance-access-programs.asp#Revenue_Sharing

• Debbi Webb-Howells
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