



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF TRANSPORTATION

1401 EAST BROAD STREET  
RICHMOND, VIRGINIA 23219-2000

**Stephen C. Brich, P.E.**  
Commissioner

April 27, 2023

To: County Administrators/City and Town Managers and other eligible applicants

Subject: FY 2025 and FY 2026 Transportation Alternatives Program

The next application cycle for the Transportation Alternatives Program will begin on May 15, 2023 for funding in fiscal years 2025 and 2026. This funding will be made available October 1, 2024 and October 1, 2025, respectively.

**Applicants must submit a pre-application by 5 p.m. on June 30, 2023 be considered for funding.**

Applications will be accepted through SMART Portal using the Transportation Alternatives application. Your locality is required to register for a SMART Portal account to apply. If your locality has previously applied for funding through the SMART Portal, then you will utilize the same account for this application cycle.

**FY2025 and FY2026 Transportation Alternatives Application Timeline:**

- **May 15, 2023:** The Pre-Application cycle opens. A pre-application is required through SMART Portal by the deadline to be considered for funding.
  - **All Pre-Applications are due by 5 p.m. on June 30, 2023.**
- **By August 15, 2023:** After your pre-application is screened in, you will have access to develop a full application in SMART Portal. Please note that your locality resolution supporting this application and committing to provide the required local funding, along with all other required documentation noted within the application, is required as an attachment to the full application for consideration.
  - **All Full Applications are due by 5 p.m. on October 2, 2023.**

As you develop Transportation Alternatives applications, we encourage you to work closely with your District contacts regarding your project scope, budget, and schedule. Federal-aid projects have specific requirements, and VDOT District staff can provide invaluable insight to assist you in submitting an application that meets the program requirements.

To restate, applicants must include a resolution committing the required local match. The Department expects that local project administration agreements will be executed, and projects started expeditiously after federal funds are authorized. This resolution is a key document to support success in this area. Failure to execute the project administration agreement and initiate the project according to policy could jeopardize project funding.

The Department looks forward to working with you throughout the application cycle. Again, I encourage you to contact your local VDOT District representative for guidance in preparing a pre-application or to discuss candidate projects.

If you have any questions about the program, you may contact Brittany Voll at 804-786-8918 or by email at [Brittany.Voll@VDOT.Virginia.gov](mailto:Brittany.Voll@VDOT.Virginia.gov).

Russell Dudley  
Director, Local Assistance Division