**CTB Decision Brief**

FY2015-2020 Six-Year Improvement Program Transfers

For January 24, 2015 through February 20, 2015

**Issue:**  Each year the Commonwealth Transportation Board (CTB) must adopt a Six-Year Improvement Program (SYIP) in accordance with statutes and federal regulations. Throughout the year, it may become necessary to transfer funds between projects to have allocations available to continue and/or initiate projects and programs adopted in the SYIP.

**Facts:**  On November 12, 2014, the CTB granted authority to the Commissioner of Highways (Commissioner), upon written recommendation by the Virginia Department of Transportation’s (VDOT’s) Chief Financial Officer and after consultation with the CTB member for the district, to transfer up to ten percent of funds allocated to one or more interstate or primary projects within a transportation construction district and system to another (other) interstate or primary project(s) within the same transportation construction district and system to meet the CTB’s statutory requirements and policy goals.

In addition, the CTB resolved that the Commissioner should bring requests for transfers of allocations exceeding ten percent of the funds allocated to the donor project to the CTB on a monthly basis for its approval prior to taking any action to record or award such action.

Notwithstanding this authority granted to the Commissioner by the CTB, to promote efficiency of business operations, the Commissioner requests CTB concurrence to allow him to grant a designee the authority to approve project-to-project transfers for transfers up to ten percent, as described above.

The CTB will be presented with a resolution for formal vote to approve the transfer of funds exceeding ten percent of the funds allocated to the donor project. The list of transfers from January 24, 2015 through February 20, 2015 is attached.

**Recommendations:**  VDOT recommends the approval of the transfers exceeding ten percent from donor projects to projects that meet the CTB’s statutory requirements and policy goals.

**Action Required by CTB:**  The CTB will be presented with a resolution for a formal vote to adopt changes to the SYIP for Fiscal Years 2015 – 2020 that include transfers of allocated funds exceeding ten percent from donor projects to projects that meet the CTB’s statutory requirements and policy goals.

**Result, if Approved**: If approved, the funds will be transferred from the donor projects to projects that meet the CTB’s statutory requirements and policy goals.

**Options:** Approve, Deny, or Defer.

**Public Comments/Reactions:** None