

**Project Agreement for Use of  
Commonwealth Transportation Funds  
Fiscal Year 2024**  
**Six Year Improvement Program Approved Project**  
**Federal Transit Administration Grant Number VA-2023-027**  
**Project Number 46024-05**

This Project Agreement by and between the Commonwealth of Virginia Department of Rail and Public Transportation (“Department”) and the Hampton Roads TPO (“Grantee”) (collectively, the “Parties”), is for the provision of funding the Project, and is made and entered into on the date this document is signed by the last signing party.

WHEREAS, the Grantee submitted an application to the Department for the Federal Transit Administration (“FTA”) 5303 program for funding for the Project; and

WHEREAS, on August 23, 2023, the FTA approved funding for the Project; and

WHEREAS, the Department has approved funding for the Project and on June 21, 2023, the Commonwealth Transportation Board (“CTB”) allocated funding for the Project; and

WHEREAS, the Department provides state matching funds to Federal funds for approved projects in the Six Year Improvement Program; and

WHEREAS, the Parties wish to define the extent of the Project, the responsibilities of the Parties, the manner of performing the necessary work, the method and time of payment, and other terms and conditions associated with the Project.

NOW, THEREFORE, in consideration of the covenants and agreements set forth, and other good and valuable consideration, the sufficiency of which is acknowledged, the Parties agree as follows:

**ARTICLE 1. SCOPE OF WORK, TERM AND BUDGET**

1. Under the terms of this Project Agreement, the Grantee shall use funding for:
  - a. MPO operating assistance and planning projects in the approved Unified Planning Work Program.
2. The Department agrees to provide funding as detailed below:
  - a. State grant funding in the amount of \$116,675 to match Federal funds for the Project approved in the Fiscal Year 2024 Six Year Improvement Program. Details concerning this funding are contained in Appendix 1, which is attached and made a part of this Project Agreement.
3. The Project Agreement may be amended only upon written agreement of the Parties prior to the Project Expiration Date identified in Appendix 1.
4. The Grantee acknowledges that state grant funding for this grant is subject to appropriation by the General Assembly and allocation by the CTB.

## **ARTICLE 2. INCORPORATION OF MASTER AGREEMENT FOR USE OF COMMONWEALTH TRANSPORTATION FUNDS**

The Master Agreement for Use of Commonwealth Transportation Funds agreed and executed by the Parties dated March 11, 2020 (“Master Agreement”), is hereby incorporated by reference, as if set out in full herein. Terms not defined in this Project Agreement are defined in the Master Agreement.

IN TESTIMONY THEREOF, the Department and the Grantee have caused this Agreement to be executed, each by its duly authorized officers.

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

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

Date Signed: \_\_\_\_\_

HAMPTON ROADS TPO

By: Pavithra Parthasarathi

Title: Deputy Executive Director

Date Signed: 10/3/2023

## Appendix 1

### Grantee: Hampton Roads TPO

#### Project: Operating Assistance and Planning Projects in the Approved Unified Planning Work Program

FTA Grant Number VA-2023-027

**Project Number: 46024-05**

**Project Start Date: July 1, 2023**

**Project Expiration Date: December 31, 2024**

<b>Fund Code</b>		<b>Item Amount</b>
04770	Grant Amount (State share of Project cost - 10%)	\$ 116,675
04010	Federal expense (share of Project cost - 80%)	\$ 933,397
14000	Local expense (share of Project cost – 10%)	\$ 116,675
	Total Project Expense	\$1,166,747

In no event shall this grant exceed \$116,675.