COMMONWEALTH of VIRGINIA
Office of the
SECRETARY of TRANSPORTATION

SMART SCALE Pre-Application Applicant Training

February 24, 2026

Round 7 (FY 2028) Pre-Application Training Agenda

1. **Training Expectations**
2. **Resources**
3. **Overview: Building a SMART SCALE Application**
   - VTrans Needs
   - Eligibility
   - Readiness
   - Rail & Transit
4. **Cost Estimate Guidance and Leveraged Funding**
5. **Timeline and Key Dates**
6. **SMART Portal**
   - Required Information
   - Demonstration
7. **Final Reminders**

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Training Expectations

- **This training session will be recorded and posted to the <u>SMART SCALE Resources page</u>**
  - Video
  - PDF
  - Questions and Answers
  - We will highlight new material for returning users
- **Please use the chat functionality if you have a question (you will not be able to unmute)**
  - *Time Permitting* – we will respond to questions directly related to the topic being presented (i.e., clarifying questions)
  - All other questions will be responded to in the Q&A Document and posted online

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SMART SCALE Team

- **Brooke Jackson – Program Manager,** Brooke.Jackson@oipi.virginia.gov
- **Jonathan Robbins – Senior Engineer,** Jonathan.Robbins@oipi.virginia.gov
- **Casey Scully – Senior Analyst,** Casey.Scully@oipi.virginia.gov
- **Andrew Bunn – Senior Analyst,** Andrew.Bunn@oipi.virginia.gov

- **We encourage first-level applicant and consultant communication via the** SMART SCALE POC
- **OIPI will CC'd SMART SCALE POC on Applicant communication**

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Are You New Here?

- **If you have 30 mins**
  - Review the **How it Works** page to learn about the process
- **If you have an afternoon**
  - Review the Round 7 Technical Guide posted to the **Resources page**
- **If you are completely overwhelmed**
  - Contact your SMART SCALE POC
  - The SMART Portal has *mostly* been built to guide you through the process, based on the scope entered
    - Requirements with warnings
    - Guiding information (example descriptions)
    - Contact information for support
  - Use CTRL + F on the Technical Guide for clarifying details
  - Follow the SMART Portal User Guide on the Resources page

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Policy Update

- **Stay Tuned to the CTB Meetings**
  - We will provide guidance as we hear more from CTB on potential Policy adjustments – *Live or Live Stream*
- **February 17th CTB Meeting**
  - Deputy Schewel presented on **SMART SCALE – HPP Eligibility(pdf)**
  - Watch (links you to presentation start) **https://youtu.be/x5Yi5lcCVb0?si=OdzVM9EQhQtf-9ww&t=6563**
  - Recommendation to add Innovative Intersections to HPP Eligibility Definition
  - CTB had some follow-up questions and commentary
- **Goal for Adoption at the March 17th CTB Action Meeting**

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SMART SCALE Resources Page

- **Revised Technical Guide for Round 7**
- **Plan Solutions to VTrans Needs**
  - Tools and study programs to identify and build projects around transportation needs
  - Guidance on building more successful SMART SCALE applications
- **Prepare Readiness Documents**
  - Summaries, one-pagers, and standard forms for meeting readiness requirements
- **Prepare Cost Estimates**
  - One-pagers and links to VDOT sources for developing cost estimates
- **Apply through the SMART Portal**
  - SMART Portal User Guide
  - Training resources for Pre-Scoping through Full App
- **Project Scoring: Supplemental Resources**
- **Delivery and Project Change**

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Round 7 Process Updates

- **Portions of the Technical Guide revised for clarity -** Round 7 Technical Guide Changelog
  - New features: In-Kind Replacement, Proffered Physical Commitments
    - Both are non-scoring features intended to add necessary context for project screening and scoring
  - Additional details on scoring methodology have been added to the appendices
  - Environmental policy has been updated and may continue to change over time

- **Transit & Rail features have been expanded and updated**
  - Features are more specific and now differentiate between rolling stock and infrastructure
  - Readiness requirements are more clear and consistent

- **Readiness requirements for interchange features have been updated as planned**
  - All interchange features must include studies that meet IAR or OSAR requirements, depending on the feature
  - The temporary grandfather clause allowing an exception for previous studies is no longer applicable

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The Four Elements of Eligibility

1. VTrans Eligibility — Applicants must address an eligible VTrans Mid-Term Need

2. Applicant Eligibility

Counties, cities, some towns, MPOs, PDCs, and transit agencies are eligible to submit

Entities have different application limits based on population

3. Project Eligibility

Projects have to meet certain criteria to be considered for funding

Certain project types are not eligible

4. Funding Program Eligibility

Applications can be eligible for High Priority Project funds, District Grant funds, or both

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VTrans Need Selection in SMART Portal

- **During reviews of pre-app and full applications, screeners have three options:**
  - o Screen In: when a pre- or full app meets a VTrans Need
  - o Screen out: when a pre- or full app does not meet a VTrans Need
  - o Conditional screen out: when information is missing or clarification is needed.

- **The next few slides highlight key considerations for applicants to ensure all pre- and full apps are complete and accurate**

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Why Screen for Needs?

- **The Code of Virginia requires that SMART SCALE funding applications meet a need identified in VTrans – Virginia's Transportation Plan.**

- **VTrans, among other things, identifies a range of transportation needs. Needs are identified by travel markets.**

- **Each travel market includes different types of needs, such as:**
    - Congestion Mitigation
    - Travel Time Reliability Improvement
    - Transit Access
    - Bike Access
    - …….and several others

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VTrans Needs for SMART SCALE Round 7

- VTrans updates transportation needs in odd years

- For SMART SCALE Round 7, 2023, and 2025, VTrans Mid-term Needs are eligible

- Additionally, applicants can submit a safety study for locations where a need has not been identified. However, it must meet the criteria outlined in the SMART SCALE Technical Guide.

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Consideration While Selecting Needs

1. **Needs selection impacts two key aspects:**
   o Screening decisions (i.e., pre-app is further reviewed or full app is scored or not); and
   o Eligible funding pot

- **High Priority & District Grant Funds are available for needs that address CoSS and RN needs.**

CoSS: Corridors of Statewide Significance
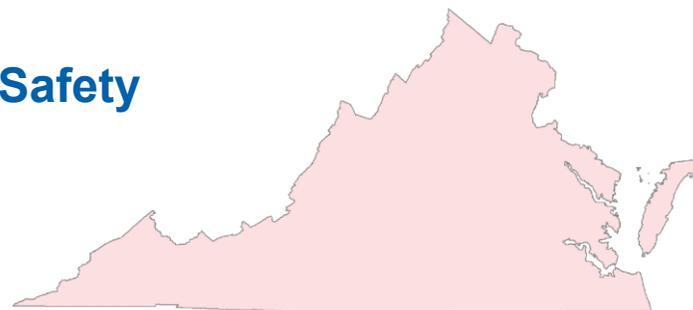
RN: Regional Networks

- **Only District Grant Funds are available for UDA and Safety needs.**

UDA: Urban Development Area

Safety

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Consideration While Selecting Needs

2. **Select all applicable different types of needs**
   - A project can meet multiple needs. For example, a project may address Congestion Needs (RN) **AND** Transit Facilities (UDA).
   - **For screening, a proposed improvement has to meet just one Need**
   - However, it helps to have all applicable different types of needs selected, as it provides options to screeners.

VTrans

Location ID	Location Name	Travel Market	Need Category	Justification
001191262584398484	US-11S	CoSS	Safety Improvement (Segment)	The project will address safety needs by improving signal phasing optimizati at the US 11 and Cummings Street intersection, as well as improving lane transitions along US 11.
001191262584398484	US-11S	Safety	Roadway Safety	The project will address safety needs by improving signal phasing optimizati at the US 11 and Cummings Street intersection, as well as improving lane transitions along US 11.
~~101191261444398532~~	~~US-11N~~	~~CoSS~~	~~Safety Improvement (Segment)~~	The project will address safety needs by improving signal phasing optimizati at the US 11 and Cummings Street intersection, as well as improving lane transitions along US 11.
~~101191261444398532~~	~~US-11N~~	~~Safety~~	~~Roadway Safety~~	The project will address safety needs by improving signal phasing optimizati at the US 11 and Cummings Street intersection, as well as improving lane transitions along US 11.
101191261444398532	US-11N	Safety	Intersection Safety	The project will address safety needs by improving signal phasing optimizati at the US 11 and Cummings Street intersection, as well as improving lane transitions along US 11.

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Consideration While Selecting Needs

3. **Gather more information on InteractVTrans**

   o SMART Portal displays 18-digit Segment ID codes that can be used for cross-referencing between SMART Portal and InteractVTrans MapExplorer (https://vtrans.virginia.gov/interactvtrans/map-explorer).

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Consideration While Selecting Needs
Portal & InteractVTrans Crosswalk

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Consideration While Selecting Needs

4. **Please focus on how the project meets the SELECTED need**

   o The project might provide local benefits such as supporting housing choices, etc., but for VTrans Needs Screening, we only focus on how a proposed action will address the selected need.

   o Therefore, a greater focus on how the project addresses the selected needs, rather than why the project is important, will be very helpful to screeners.

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Consideration While Selecting Needs

5. **Please ensure alignment between: (1) Stated project purpose; (2) Project components/features; and (3) Selected VTrans Needs**

6. **Please include all information in your application, even if it has been shared with or is known to your local VDOT or DRPT point of contact.**
   - The screeners at OIPI rely solely on information submitted, so it is very important that you include all required details.
   - Please explain any inconsistency between the project sketch, project feature/components, and VTrans needs
   - Please note that if full information is expected to become available after the pre-app period, in time for the full app, so that screeners can accordingly make decisions.
   - If a safety study is submitted, please ensure that the location meets the criteria listed in the SS Technical Guide.

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Contact Information

- **NOTE: This presentation provides an overview of key information relevant to a wider audience. The SMART SCALE Technical Guide provides more detail on the information shared in this presentation.**

- **Your VDOT or DRPT Point of Contact remains the primary source of information.**
  - The staff at OIPI is available if needed
  - For VTrans eligibility: Jitender Ramchandani, jitender.ramchandani@oipi.virginia.gov , 804-489-4295

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The Four Elements of Eligibility

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Meeting Readiness Requirements

- **Accurate screening and scoring depend on a clear and concise scope of work**
  - Be specific! Include the "what" and "where" of each proposed improvement
  - The Portal includes many features to guide applicants on meeting readiness requirements
- **Changing one project element means updating all the rest!**
  - All scope elements must be reflected consistently across the rest of the application
  - Use the **Sketch One-Pager** for important best practices

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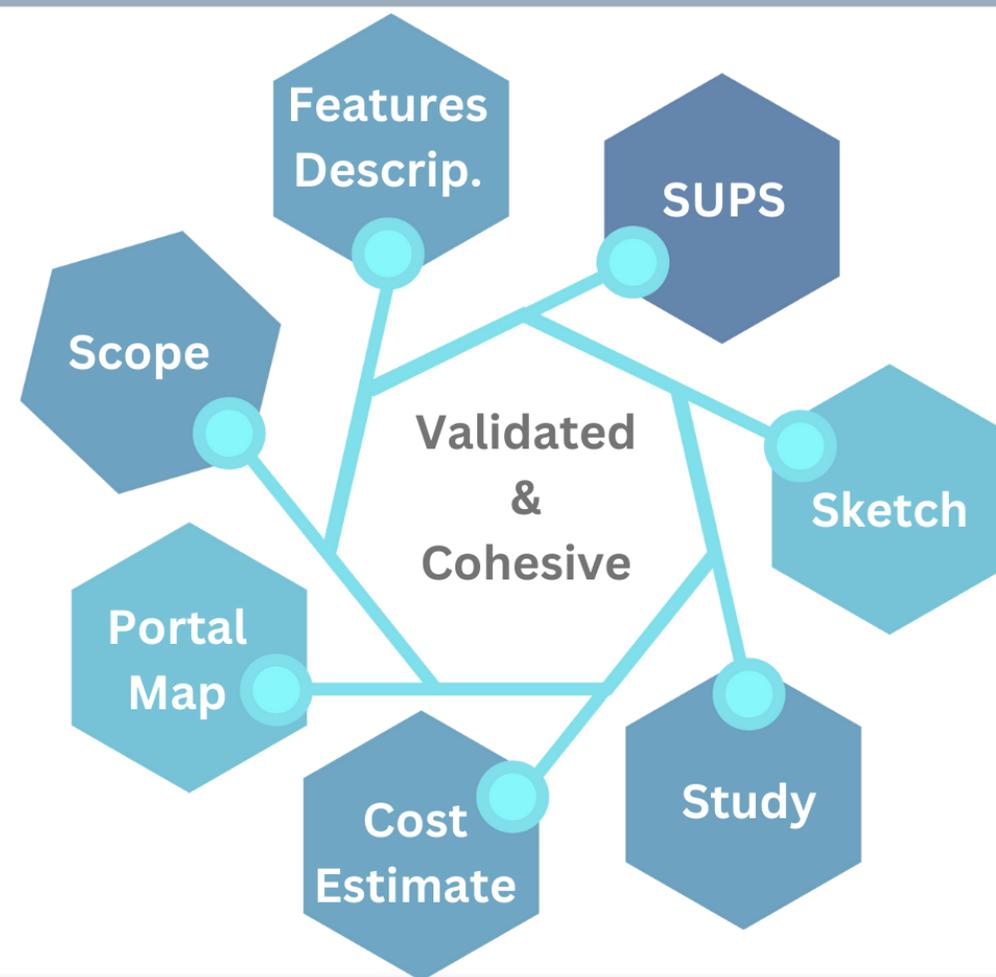
Readiness Reminders

- **Project location and major scope items should not be changed after pre-app submission**
  - Do not submit "placeholder" apps that can be changed during full app

- **Supporting studies must be less than 10 years old**

Readiness Gates

- **Readiness gates ensure clear communication and coordination for document requirements**
- **Not all features use Readiness Gates; gates depend on the complexity and risk of the required document**

Gate 1 (Pre-App): Completed by applicant

- Applicant acknowledges the listed document requirements, confirms that State staff will be engaged, and indicates that the documentation will be completed on time.

Gate 2 (Pre-App Screening): Completed by State staff

- State confirms that staff is engaged in the process and that the document will be completed on time

Gate 3 (Prior to Full Application Submission): Completed by State staff

- State confirms that staff has reviewed the document and believes that it meets readiness requirements

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Readiness Gate Example: Gate 1

Readiness Gate 1

All applications require a Resolution of Support from the relevant governing body or policy board, approved in a public forum with adequate public notice and within one year of this application. For locality and transit applications located within an MPO area, the project must have a resolution of support from the MPO, unless the project is identified in or is consistent with the regionally adopted Constrained Long Range Plan (CLRP).

MPOs: Charlottesville-Albemarle Metropolitan Planning Organization

Your linework indicates that your project location crosses over Fluvanna County and Albemarle County.

The submitting entity must provide resolution(s) of support from both the affected jurisdiction(s) or regional planning organization(s).

Applicant acknowledges the above requirements and confirms that the supporting document will be completed and provided before August 1st.

Reviewer	Confirms
Applicant:	✔ Confirms

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Readiness Gates FAQs

- **Who is the relevant District L&D Engineer (or other role)?**
  - Reach out to your SMART SCALE POC if you don't know who is designated in a role

- **Can features be added and removed during application development?**
  - Gate 2 features cannot be added after pre-application

- **Is there flexibility in the timeline?**
  - No, all documents must be submitted by July 15th. **If they are ready before this date, please upload them earlier.**

- **What happens if my application doesn't pass a readiness gate?**
  - Gate 1 (applicant responsibility): pre-app cannot be submitted
  - Gate 2 (state responsibility): application is pre-screened out after executive review
  - Gate 3 (state responsibility): full application cannot be submitted

DRPT's Review Role in SMART SCALE

- **Primary Transit Projects**
  - DRPT leads the review of VTrans needs, eligibility & readiness, and calculates the congestion score for projects where bus/rail transit is the primary improvement type
  - Example: light rail extension

- **Secondary Transit Projects:**
  - DRPT calculates the transit-related congestion score for projects where bus/rail transit is the secondary improvement type
  - Example: roadway widening with bus stop improvements

- **Reminder! DRPT should be included in any correspondence regarding transit/rail improvements as frequently as possible**

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Transit Primary Eligibility

- **Bus Rapid Transit (BRT)**
  - o Refers to bus systems or routes that include, at a minimum, <u>dedicated lanes and enhanced stops or stations</u>, but may also include traffic signal priority, off-board fare collection, and elevated platforms. Projects that support purchase of BRT system rolling stock that will be utilized both on and off of dedicated BRT lanes are eligible.

- **High Capacity Transit Service Projects**
  - o Refer to new or expanded trunk routes that provide high frequency service, with headways of 20 minutes or less during peak service hours, and serve as the foundation of a fixed-route bus transit system.

- **The assets or vehicles purchased to provide service must be used along routes included in the application for <u>a minimum of three years from launch</u> and eligibility will be determined on a case-by-case basis.**

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Revised Transit Feature Language

- **Transit Features now match Transit Pearl language for a consistency.**

- **Applicants will identify all relevant project components in the General Features Pearl.**

- **Pre-Application: No additional action required in the Transit Pearl.**

- **Full Application: The Transit Pearl will request specific details based on selected features.**
    - *Example: "Which route(s), existing or new, are associated with this improvement?"*

- **Transit Environmental Form is now embedded in the Transit Pearl (not a separate form).**

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General Application Reminders

- **Transit/rail features must be included on the project sketch**
- **Transit/rail features must be included in the detailed cost estimate**
- **Existing Ridership: Required for all projects with transit features**
  - Example: new bus stops on a roadway project
- **Projected Ridership: Only required for high-capacity or fixed guideway expansion projects**
  - Example: BRT extension
- **Proposed improvements must directly impact a transit stop/rail station to receive a transit score**

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DRPT POC Contact Information

- **Public Transportation (all modes)**
  - Jacob Hotinger, Project Engineer / SMART SCALE POC, *Jacob.Hotinger@drpt.virginia.gov*
  - Dan Sonenklar, Statewide Transit Planning Manager, *Daniel.Sonenklar@drpt.virginia.gov*

- **Passenger/Freight Rail**
  - Randy Selleck, Director of Rail Planning, *Randy.Selleck@DRPT.Virginia.gov*

- **Northern Virginia POC**
  - Amy Garbarini, NOVA Transit Planning Manager, *Amy.Garbarini@DRPT.Virginia.gov*

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Delivery & Funding Guidance

- ## Topic will be a central focus of the Full Application Training!
- **Placeholder ($1) estimates are OK, especially if you rely on VDOT or DRPT for cost estimates**
- **See the Delivery & Funding Guidance Handout for more information, updated for FY28**
- **Estimates**
  - Include a Project Estimate Summary (PES) for all applications – this replaces the CEWB!
    - R/W and Utilities still requires CEWB documentation
  - Do not add inflation, escalation, or contingency to the base estimate (added in the Portal)
- **Schedules**
  - Do not provide a start date ahead of the recommended start year unless leveraged funding is on the app
- **Leveraged Funding**
  - Provide funding information from the most recently approved SYIP
  - Do not identify leveraged funding that has not been approved or applied for

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Delivery & Funding Guidance (cont'd)

- **Validation Requirements**
  - Keep detailed documentation and estimating tools in the Portal, ProjectWise, or other central location
  - Include Utility and Right of Way phase backup documentation (*see following slides*)

- **Quality Control**
  - VDOT Estimates are validated at the District Level if CN is less than $15M
  - VDOT Estimates are validated at the district level and the Central Office if CN is greater than $15M
  - VDOT Estimates are "certified" by the state L&D Engineer if CN is greater than $50M
  - OIPI checks for general consistency in re-submissions and district-wide consistency, but generally does input on cost estimates

- **Contact**
  - Butch Heishman, PE, VDOT Location & Design Division: Vernon.Heishman@VDOT.Virginia.gov
  - Sarah Rhodes, VDOT Infrastructure Investment Division: Sarah.Rhodes@VDOT.Virginia.gov

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Documentation Needed for VDOT to Validate Estimated ROW Costs

- **External VDOT Right of Way and Utilities website**

- **Sketch with linework for RW/Easements & Property lines and RW datasheet,** *example*

- **Right of Way & Utilities Cost Estimating Workbook (RW/UT CEWB)**

- **Parcel-by-parcel estimate (clearly labeled on sketch and correlates to estimate) that shows improvements, damages, court costs, admin costs, and condemnation costs.**

- **A detailed list of assumptions that were considered while making the estimate**
  - If there are any relocations, please estimate for relocation benefits, demo, and hazmat costs

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VDOT Proffer and Donation Guidance

1. **Private Landowners**
    o Right of way is NOT to consider donations from private landowners, for estimate purposes, as they are entitled to compensation

2. **Localities/County/City-owned Properties**
    o Requires signed letter on locality letterhead, example template

3. **Developers**
    o Requires dedication to be recorded in the land records OR there is an absolute enforceable document requiring their proffer/dedication

Source: https://smartscale.virginia.gov/media/smartscale/documents/accessible/508_RightOfWayGuidance_acc04232024_PM.pdf

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Utilities Considerations

- **Utility Manual of Instructions**
- **Sketches**
  - Proposed easements (Drainage, TCE, etc.)
  - BMP location(s)
  - Typical Section
- **Considerations**
  - Administration Cost
  - Statutory Rights
  - Prior Rights
  - Other Public Property
  - Railroad Property - Determined as private property
  - Cable TV
  - Utility Easements
  - Telecommunications Act

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Utilities Considerations (Continued)

- **Facilities not to be included in Utility Estimate**
  - Lighting
  - Traffic Fiber
  - VDOT Fiber or Electric
- **Do <u>not</u> consider any Franchise Agreements (app should be submitted as VDOT administered)**

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Pre-Application Timeline

Date	Who	What	Where
March 2nd – April 1st	Applicant	• Complete Gate 1 for all applications **No new applications can be created after Pre-App closes!**	Readiness Pearl
April 2nd – April 30th	Staff Document Approver	• Complete Gate 2 for applications with high-risk features • Confirm that the State is engaged and the document will be ready by July 15th	Readiness Pearl
May 1st – May 8th	District Engineers / DRPT Chief	• Gate 2 only: confirm staff response • Confirm that VDOT/DRPT has been engaged and document will be ready • Note any concerns with the application	DE/Director Pre-Screening Form
April 2nd – May 29th	SMART SCALE POC / OIPI	• Complete VTrans screening • Complete eligibility screening • Initial readiness assessment	Pre-Screening Forms
May 11th – May 15st	OIPI	• Reflect final EWG screening determination • Pre-Screened Out; Pre-Screened In; Conditionally Screened Out	OIPI Pre-Screening Form

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Full Application Timeline

Date	Who	What	Where
June 3rd	Applicant & State	• Full Application Training Webinar	Online Meeting
June 1st – Aug 3rd	Applicant	• Finalize all applications with the State	Portal
July 15th	Applicant	• Provide all required supporting documentation including Resolutions of Support	Portal – Supporting Documents
July 15th – July 23rd	VDOT / DRPT Staff	• Complete Readiness Gate 3 for all applications	Portal – Readiness Pearl
July 24th – July 31st	District Engineer / DRPT Chief	• If any Readiness Gates were rejected, confirm staff response	Portal – Readiness Pearl
Aug 3rd	Applicant	• Submit full application by 5 PM **(ALL RESOLUTIONS OF SUPPORT DUE)**	Portal
Aug 3rd – Aug 31st	SMART SCALE POC / OIPI	• Complete full app validation & screening - VTrans, readiness, eligibility, SUPS	Screening Hub & Validation Tool
Sept 7th	SMART SCALE POC	• Approve all SUPS (District approval)	Portal – SUPS Pearl
Sept 16th	Applicant	• Approve all SUPS (Applicant approval)	Portal – SUPS Pearl
Aug 1st – Nov 2nd	District L&D / CO L&D / DRPT	• Cost Estimate Validation	Screening Hub & Portal
Aug 1st – Oct 15th	CO IID	• CO Leverage Funding Validation	Portal – Validation Tool
Sept 1st – Nov 23rd	Scoring Teams	• Application Scoring	Scoring tools
Oct 22nd	OIPI	• Present Staff-recommended Funding Scenario to the CTB	CTB Meeting

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SMART Portal Required Information
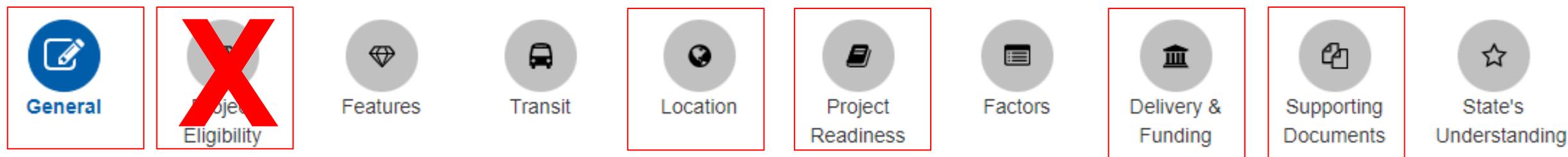
- **General:** Selecting Scope Not Finalized is acceptable at this time, a full readiness review will not be completed

- **Features:** Gate 2 features will NOT be allowed to be added after pre-application submission
- **Location:** Project Linework and selecting VTrans Needs are required to submit
- **Project Readiness:** All applicants will have *at least* one Gate 1
  - Additional Gates required at pre-application IF gated features are selected
- **Delivery & Funding:** Phase Estimate and Schedule [PE, RW, and CN] required to submit
- **Supporting Documents**: Sketch is required; draft/placeholder studies allowed, but discouraged

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SMART Portal Demo: Highlights

SMART SCALE POC Contact Information

- **Reminders**
  - Use CTRL + F5 for a hard refresh; always start with this when you have an issue!
  - Application consistency matters; if you update one thing, update everything
    - Study, description, features, estimate, sketch, SUPS, Portal map
  - Org Admin – please clean out old users

- **Review Submission Readiness**
  - When review submission readiness is on – red text means that the item needs to be addressed
    - Pearls will have a count of issues that need to be addressed
  - Turn the slider *off* to save the application

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SMART Portal Demo: Highlights

General | Features | Transit | Location | Project Readiness | Factors | Delivery & Funding | Supporting Documents | State's Understanding

- **General Pearl**
  - o Has the scope been finalized?
    - If "Yes" – upload the supporting documentation (draft or final) where it is so we can give and full readiness and eligibility review.
    - If No - "As your Scope of work is not finalized, we cannot determine Readiness. This application may pre-screen out conditionally. Please coordinate with your SMART SCALE Point of Contact to ensure adequate Readiness ahead of the full application submission deadline."
  - o *NEW* Is this Application a Resubmit?
    - If so, use the text box to indicate which previous SMART SCALE ID it is a resubmission of.

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SMART Portal Demo: Highlights

| General | Features | Transit | Location | Project Readiness | Factors | Delivery & Funding | Supporting Documents | State's Understanding |

- **Features Pearl**
  - The Portal has tools to guide you, including information buttons, example text, and warning boxes
  - Please select a feature only if it is applicable to your application
    - We will be screening for this, so a moment of consideration at the start saves everyone time at the end
  - *NEW* Features
    - In-Kind Replacement
    - Proffered Physical Commitment

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SMART Portal Demo: Highlights

General   **Features**   **Transit**   Location   Project Readiness   Factors   Delivery & Funding   Supporting Documents   State's Understanding

- **Features Pearl Continued - *NEW* Transit Features**
  - **Bus Transit Improvements**
    - Rolling Stock for New/Expanded High-Capacity or Fixed-Guideway Route
    - Infrastructure for New/Expanded High-Capacity or Fixed-Guideway Route
    - Convert Existing Lane to Bus-Only Lane (Re-striping Only)
    - Construct or Expand Transfer Center or Maintenance/Administrative Facility
  - **Rail Transit Improvements (Streetcar, Light Rail, Heavy Rail)**
    - Rolling Stock for New/Expanded Rail Transit Service
    - Infrastructure for New/Expanded Rail Transit Service
    - Construct or Expand Rail Maintenance/Administrative Facility

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SMART Portal Demo: Highlights

General · **Features** · **Transit** · Location · Project Readiness · Factors · Delivery & Funding · Supporting Documents · State's Understanding

- **Features Pearl Continued -** *NEW* **Transit Features**
  - o **Passenger Rail Improvements (Intercity Rail, Commuter Rail)**
    - § Rolling Stock for New/Expanded High-Capacity or Fixed-Guideway Passenger Rail Service
    - § Infrastructure for New/Expanded High-Capacity or Fixed-Guideway Passenger Rail Service
  - o **Freight Rail**
    - § Rolling Stock for New/Expanded Freight Rail Service
    - § Infrastructure for New/Expanded Freight Rail Service
- **Transit Pearl**
  - o *NEW* Transit Pearl is mostly a tool for the Full Application, but some selections will require Supporting Documents.

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SMART Portal Demo: Highlights

| General | Features | Transit | **Location** | **Project Readiness** | Factors | Delivery & Funding | Supporting Documents | State's Understanding |

- **Location Pearl**
  - Demo drawing/cutting, tracing
  - VTrans
  - Transit (New Routes and New Stops only on Pre-App)
  - VEDP Sites
    - Need to zoom out to see any sites if you don't have them near you.
    - Contact for VSCAN is Michelle Mende (MMende@vedp.org) if you need support or don't see your site
- **Readiness Pearl**
  - DW/DE and *NEW* Resolutions of Support are each their own Gate 1
  - Gate questions require using View Mode

> Readiness gate approval required in Project Readiness Pearl by submitter in view mode.

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SMART Portal Demo: Highlights

- **Factors Pearl – Nothing New**

- **Delivery & Funding Pearl**
  - Can put placeholders in if you work directly with VDOT/DRPT on the estimate, like last round - $1
  - Review the Delivery and Funding Document for FAQs

- **Supporting Documents Pearl**
  - Limiting document type for file types in Portal
  - *NEW* "Relevant Pages" and "Select if in Final Form"

A File with the type Project Sketch already exists for this application

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SMART Portal Demo: Other

- **Dashboard – Fiscal Year Filter**
- *NEW* **Cloned application restrictions**
  - Cannot clone withdrawn and screened-out apps
  - Supporting documents - cloned documents can now only be one round old
    - Any cloned apps older than that will not have the documents cloned with them
  - **Supporting Documents Pearl**
- *NEW* **Cloning History**

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SMART Portal Screening Form

- *NEW* Screening Form now allows rich text
- Feedback will be provided in a list format

| Central Office Screening | Casey Scully | 02/04/2026 @ 12:30PM |

Select the primary VTRANS need:

Corridor of Statewide Significance

Justification/Comments

Screened In:

- CoSS Congestion
- CoSS Safety Improvement (Segment)
- CoSS Travel Time Reliability
- RN Congestion Mitigation
- RN Pedestrian Access to Activity Center
- RN Travel Time Reliability

Is this application ready to be evaluated?

Yes, Screen-In

Justification/Comments

- **Sketch**: Sketch appears to show NBL and SBR turn-lane as a part of App 9233. App 9233 does not fund/show these in the project sketch.
- **Features:**
  1. *Roadway Reconstruction/Realignment*: Remove from description ~~"The project will realign approximately 500ft of Stone Mill Rd to the west to accommodate the new intersection with French Moore Blvd."~~ Remove - this is funded in App 9233.
  2. *New Intersection*: Specify that this project will create a fourth leg to the intersection of French Moore Blvd and Cook St (App 9233). Remove reference to sufficient pavement will be provided for NBR and SBL turn lanes - this is funded App 9233.
  3. *Construct or Improve At-Grade Bike/Pedestrian Crossing*: Remove high visibility crosswalk at Stone Mill Road - this is funded in App 9233.
  4. *SELECT*: Construct or Improve Turn Lane(s) - NBL and SBR turn lanes

- **Linework**: Adjust NB and SB segments to match project extents from Sketch.
- **Documentation**: SMART SCALE Unsignalized Crossing Study form is missing.

Any Readiness issues need to be addressed before full application submission or this application is at risk for screening out.

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Final Reminders: Pre-Screening Decisions

- **Pre-Screen In**
  - The application meets eligibility and readiness requirements at pre-app

- **Pre-Screen out**
  - If screened out for a gating reason, the response will be from the appropriate DE or DRPT Chief
  - Otherwise: the reported response will come from Central Office

- **Conditional Pre-Screen Out**
  - Typically means not enough information to decide
  - Screeners will provide a list of items needed to screen in at Full Application

Final Reminders: Tips & Tricks

- **If you treat the pre-application, like the full application – providing as much info as possible, you will optimize your support from State staff**

- **Do not create a Pre-Application if the answer is No to - "Has VDOT/DRPT staff been engaged and will it be ready by August 1st?"**

- **Previous round screened in is not an indicator of screening in this round**

- **Having Portal Issues? CTRL + F5**

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