



Rail Preservation Program Application

Applicant: The name of the railroad, business, or organization applying for Grant funding from the Department of Rail and Public Transportation (the Department).

Application Number – Automatically assigned by the Department. This number is used to reference the application throughout the Grant Application Period. If funded, this number may be referenced in an Agreement with the Department.

Fiscal Year: The year in which the Applicant is applying for grant funding from the Department. The Department operates on a fiscal year from July 1 ending on June 30.

Last Updated: Automatically fills. This date marks the time an applicant logged into the OLGA system and altered the application.

Contact Person: This is the person who the Department will contact if there are questions regarding the application.

Description of Project: This is the Applicant's opportunity to provide narrative on the overall purpose, benefit and vision behind the proposed project. Any information that connects this project to past or future projects, emphasizes the importance of this project to the Commonwealth, and/or builds on the existing goals of the program will help the Department in evaluation of the application.

Estimated cost of proposed project: The total estimated cost of the improvements.

Fund request breakdown: If the request is a multiple-year project, provide a breakdown of estimated costs by fiscal years.

Estimated annual number of carloads anticipated for grant application year: The estimated total number of revenue rail cars to be handled by the applicant on the rail line being improved during the Department's fiscal year.

Number of annual carloads most recent year end: The actual total number of revenue rail cars that were handled by the applicant on the rail line being applied for during the completion of the most recent Department's fiscal year.

Miles of railroad operated in Virginia by the line for which the application is made: The total number of route miles of the applicant's rail line on which the improvements are requested that are only located within the State of Virginia.

Total miles of the line, including the line outside of Virginia: The entire total number of route miles of the applicant's rail line on which the improvements are requested including but not limited to the State of Virginia.



Estimated number of people employed or retained during this grant application year: The estimated full-time employment equivalent positions that will be employed or retained by the company during the Department's fiscal year in which the work is being requested.

Counties, cities, and towns impacted by this project: The localities that may be impacted by the improvements proposed under the application, in which supporting Resolutions must be acquired and submitted for each locality.

Estimated Milestone Dates – The following fields for date entry are used by the Department in programming funds and management of the programs. These dates can be estimates, and there is no penalty for having to adjust dates at a later date.

Planning, design, and engineering completion – The date when the Applicant expects to have final planning, design, and engineering complete for submission to the Department; the Applicant would typically then request a Notice to Proceed for the proposed project.

Construction start date – The date when the Applicant expects to begin proposed project construction. NOTE: Only *after* the Department has approved the final scope, budget and schedule and issued a Notice to Proceed will approved project expenses be eligible for reimbursement.

Construction completion date – The date when the Applicant expects to complete construction of the proposed project. This date sets Department expectations for inspecting completed work, processing invoices, and setting grant expiration dates in the Department's accounting system.