



May 15, 2025

LISA RAMUNDO  
COMMISSIONER OF PUBLIC WORKS  
COUNTY OF ALBANY  
449 NEW SALEM RD  
VOORHEESVILLE NY 12186

Dear Ms. RAMUNDO:

The 2025-26 State Budget provides funding to support the repair, rehabilitation, and modernization of local roads and bridges. The Budget includes \$648.1 million in Consolidated Local Street and Highway Improvement Program (CHIPS) funding, \$150 million in PAVE-NY funding, and \$100 million in Extreme Winter Recovery (EWR) funding, \$140 million in State Touring Route (STR) funding and \$100 million in Pave Our Potholes (POP). Also included are reappropriations of rollover funds remaining from previous State fiscal year CHIPS, PAVE-NY, EWR, STR and POP appropriations. Please provide a copy of this letter to the chief financial officer for your municipality.

The next quarterly SFY 2025-26 CHIPS, PAVE-NY, EWR and POP reimbursements are scheduled to be made on July 03, 2025. Requests for the July payments must be for expenditures made on or after January 3, 2024 through May 29, 2025. Refer to the Program Guidelines on the CHIPS website ([www.dot.ny.gov/programs/chips](http://www.dot.ny.gov/programs/chips)) regarding eligible project activities and program requirements. The County of Albany has the following funding amounts available for the July payments.

| Program | Cumulative Rollover Balance | 25-26 Apportionment Balance | Total Balance  |
|---------|-----------------------------|-----------------------------|----------------|
| CHIPS   | \$2,528,383.93              | \$3,259,753.92              | \$5,788,137.85 |
| PAVE NY | \$1,859.48                  | \$811,963.97                | \$813,823.45   |
| EWR     | \$503,076.59                | \$422,997.17                | \$926,073.76   |
| POP     | \$18,870.46                 | \$541,309.32                | \$560,179.78   |

The instructions for applying for the July 03, 2025 reimbursements are located on the back of this letter and on the CHIPS website. The New York State Department of Transportation (NYSDOT) Regional Office must receive all program payment submission items no later than **June 06, 2025**. Please sign the certification on each page of the reimbursement request forms and keep a copy of the completed forms for your files. Your NYSDOT municipal code for entry on the forms is 110000.

Municipalities may mail or e-mail their Documentation Checklists, reimbursement request forms, and supporting documentation to their NYSDOT Region. Guidance for e-mail submissions may be obtained on the CHIPS website. Contact information:

Valerie Deane  
NYSDOT Regional CHIPS Representative  
New York State Department of Transportation  
50 Wolf Road, Suite 150  
Albany, NY 12232  
[dot.sm.r01.CHIPS@dot.ny.gov](mailto:dot.sm.r01.CHIPS@dot.ny.gov)

If you have any questions, please contact Valerie Deane at 518-417-6589.

Respectfully yours,

Matthew T. Haas  
Director, Office of Integrated Modal Services

\*Please note: The balance columns now read, from left to right: Cumulative Rollover Balance, Current SFY Apportionment Balance, and Total Balance.

## **INSTRUCTIONS FOR APPLYING FOR REIMBURSEMENT**

Each program payment submission should include a Documentation Checklist (found on the CHIPS website, under Forms and Instructions), summary reports of Checklist information, ADA compliant curb ramp photos (if applicable), invoices, and proof of payment. **Failure to submit the required supporting documentation for each program payment submission may delay the processing of your reimbursement requests.**

### **APPLYING FOR CHIPS/PAVE-NY/EWR/POP CAPITAL PAYMENT FUNDS REMAINING FROM PREVIOUS STATE FISCAL YEARS (ROLLOVER FUNDS) AND/OR CURRENT STATE FISCAL YEAR CAPITAL FUNDS**

**WHAT ARE ROLLOVER FUNDS?** "Rollover" funds are a municipality's unreimbursed CHIPS/PAVE-NY/EWR/POP Capital funds from one or more previous State Fiscal Year (SFY) apportionments.

**HOW DO YOU KNOW IF YOU HAVE ROLLOVER FUNDS AVAILABLE?** For municipalities with rollover funds remaining, the total cumulative rollover amount available is stated in the letter on the reverse of these instructions.

#### **RULES FOR REIMBURSEMENT OF ROLLOVER FUNDS:**

- A.** There is an 18-month look back cut-off date for this payment. This means that **expenditures incurred prior to the date indicated in the letter would not be eligible for reimbursement**, even if a municipality has rollover balances from an earlier CHIPS/PAVE-NY/EWR/POP apportionment.
- B.** Eligible expenditures made for CHIPS/PAVE-NY/EWR/POP Capital projects between the dates noted in the letter will be eligible for reimbursement from the CHIPS/PAVE-NY/EWR/POP Capital rollover fund balances before any payment can be made from the current CHIPS/PAVE-NY/EWR/POP Capital apportionment.

#### **SHOWING THE USE OF ROLLOVER FUNDS AND CURRENT STATE FISCAL YEAR FUNDS ON THE REIMBURSEMENT REQUEST FORMS FOR THE CURRENT CHIPS (CP73) /PAVE-NY (CP75) /EWR (CP74) /POP (CP75) CAPITAL PAYMENT**

**Requestors can enter expenditure dates that cross state fiscal years on the CHIPS/PAVE-NY/EWR/POP form(s).**

1. The beginning expenditure date entered for this payment should be the 18-month look back cut-off date referenced in the letter; expenditures incurred prior to this date would **not** be eligible for reimbursement.
2. The ending expenditure date entered for this payment should be the ending expenditure date referenced in the letter.

**NOTE: THE CERTIFICATION SIGNATURE DATE ENTERED ON THE CP73/CP74/CP75(s) MUST FALL WITHIN OR AFTER THE EXPENDITURE DATES WHICH WERE ENTERED ON SUCH FORMS BUT SHOULD NOT OCCUR AFTER THE SCHEDULED PAYMENT DATE FOR THIS PAYMENT CYCLE.**