



# Virginia Port Authority

## Growth Incentive Grants Pre-Application

Award Year 2026

### Applicant Information

*Incomplete or late applications will not be accepted.*

Company Name: \_\_\_\_\_

Trading As: \_\_\_\_\_ Applicant Email: \_\_\_\_\_

Applicant Name, Title: \_\_\_\_\_

Industry Sector (e.g. BCO, Developer, 3PL, etc.): \_\_\_\_\_

Regional Location of Business Activity (provide city/county): \_\_\_\_\_

Select Intended Grant Application: *No eligible entity may apply, nor shall one be awarded, for multiple grants utilizing the same cargo, employees, or capital investments.*

Barge & Rail Usage

Port Volume Increase

International Trade Facility

Economic & Infrastructure  
Development

☐☐☐☐

### Screening

*All volume should be listed as twenty-foot equivalents (TEUs); provide whole numbers only.*

<sup>1</sup>RMT means Richmond Marine Terminal. <sup>2</sup>VIP means Virginia Inland Port.

1. For Calendar Year (CY) **2024**, provide **total**:

a. Cargo volume through The Port of Virginia .....

b. Cargo volume through the United States .....

2. For Calendar Year (CY) **2025**, provide **total**:

a. Projected cargo volume through The Port of Virginia .....

b. Projected cargo volume through the United States .....

3. For the **future** (next 3 years), provide an average of:

a. Anticipated annual cargo volume through The Port of Virginia

b. Anticipated annual cargo volume through the United States

Import	Export	Total

4. If applying for Barge & Rail Usage, for **CY24** volume provide:

- a. Total 2024 cargo volume transported via **barge**  
through The Port of Virginia.....
- b. Total 2024 cargo volume transported via **barge**  
originated or terminated at RMT<sup>1</sup>.....

Import	Export	Total

5. If applying for Barge & Rail Usage, for **CY24** volume provide:

- a. Total 2024 cargo volume transported via **rail**  
through The Port of Virginia.....
- b. Total 2024 cargo volume to be transported via **rail**  
originated or terminated at VIP<sup>2</sup>.....


6. If applying for Barge & Rail Usage, of the **CY25** volume provide:

- a. Estimated 2025 cargo volume to be transported  
via **barge** through The Port of Virginia.....
- b. Estimated 2025 cargo volume to be transported  
via **barge** originating or terminating at RMT<sup>1</sup>.....

Import	Export	Total

7. If applying for Barge & Rail Usage, of the **CY25** volume provide:

- a. Estimated 2025 cargo volume to be transported  
via **rail** through The Port of Virginia.....
- b. Estimated 2025 cargo volume to be transported  
via **rail** originating or terminating at VIP<sup>2</sup>.....


8. If applying for Port Volume Increase, does the applicant identify as a Major Facility?

*A major facility means a **new** facility to be located in Virginia that is projected to import or export cargo through a port in **excess** of 25,000 **TEUs** in its first calendar year.*

YES

NO

☐
☐

9. Advise if in receipt of:

Letter of Recommendation

State Incentive Package

N/A

☐
☐
☐

10. Amount of Capital Investment in Virginia (in USD).....\$......00

*Capital investment means the amount properly chargeable to a capital account for improvements to rehabilitate or expand depreciable real property placed in service during the taxable year and the cost of machinery, tools, and equipment used in an international trade facility directly related to the movement of cargo.*

11. Investment type (new or expanded): .....

12. Number of full-time employees in Virginia: .....

## Declaration and Signature

**Declaration** I (we) the undersigned declare that this form (including any accompanying schedules, statements, and enclosures) has been examined by me (us) and is to the best of my (our) knowledge and belief, a true, correct, and complete application, made in good faith pursuant to the rules set forth by the Virginia Port Authority.

Signature: \_\_\_\_\_

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

Submit completed applications by November 1<sup>st</sup> and pre-application inquiries to: [GrowthIncentiveGrants@portofvirginia.com](mailto:GrowthIncentiveGrants@portofvirginia.com)



## Growth Incentive Grants Pre-Application **INSTRUCTIONS**

### Application Guidelines

*Before filling out the pre-application, please read each program's policy and review the below information.*

**Company Name:** Provide the name of the company to be considered for the pre-application.

**Trading As:** List company "doing business as" name if different from above.

**Applicant Email:** Provide the email address of the person filling out the pre-application on behalf of the company.

**Applicant Name, Title:** Provide the name and position title of the person filling out the pre-application.

**Industry Sector** (e.g. BCO, Developer, 3PL, etc.): Describe the business activity the company is involved as it relates to the production of an economic good or service. Specifically, BCO means beneficial cargo owner; Developer means real estate developer; 3PL means third-party logistics company.

**Regional Location of Business Activity** (provide city/county): List the city, county, and state (if outside of Virginia) in which the company is conducting business activities eligible for award.

**Select Intended Grant Application:** Provide a single selection of the grant program you wish to apply for during the current grant season. *No eligible entity may apply, nor shall one be awarded, for multiple grants utilizing the same cargo, employees, or capital investments.*

### Screening Guidelines

*All volume should be listed as twenty-foot equivalents (TEUs); provide whole numbers only.*

*<sup>1</sup>RMT means Richmond Marine Terminal. <sup>2</sup>VIP means Virginia Inland Port.*

1. **Calendar Year (CY) 2024** (also referred to as "prior year"): The following questions relate to the transportation of cargo completed in the prior year.
  - a. Provide the prior year cargo volume transported through The Port of Virginia (POV) facilities, separated by imports and exports. Applicants are required to provide the most accurate assessment of cargo volume.
  - b. Provide the prior year cargo volume transported through any United States port facility, separated by imports and exports. Applicants are required to provide the most accurate assessment of cargo volume.
2. **CY2025** (also referred to as "current year"): The following questions relate to the transportation of cargo projected to be completed in the current year.
  - a. Provide the current year cargo volume projected to be transported through The Port of Virginia facilities, separated by imports and exports. Applicants are required to provide the most accurate estimate of cargo volume.

- b. Provide the current year cargo volume projected to be transported through any United States port facility, separated by imports and exports. Applicants are required to provide the most accurate estimate of cargo volume.
- 3. **Future Years:** The following questions relate to the transportation of cargo projected to be completed over the next three (3) years.
  - a. Provide the projected average annual cargo volume expected to be transported through The Port of Virginia facilities, separated by imports and exports. Applicants are required to provide the most accurate estimate possible.
  - b. Provide the projected average annual cargo volume expected to be transported through any United States port facility, separated by imports and exports. Applicants are required to provide the most accurate estimate possible.
- 4. **Barge & Rail applicants:** The following questions pertain to cargo transportation **by barge**, completed in the prior year.
  - a. Provide the prior year **barge** cargo volume transported through any Port of Virginia facility, separated by imports and exports. Applicants are required to provide the most accurate assessment of cargo volume.
  - b. Provide the prior year **barge** cargo volume which originated or terminated at The Port of Virginia's Richmond Marine Terminal (RMT), separated by imports and exports. Applicants are required to provide the most accurate estimate available.
- 5. **Barge & Rail applicants:** The following questions pertain to cargo transportation **by rail**, completed in the prior year.
  - a. Provide the prior year **rail** cargo volume transported through any Port of Virginia facility, separated by imports and exports. Applicants are required to provide the most accurate assessment of cargo volume.
  - b. Provide the prior year **rail** cargo volume which originated or terminated at The Port of Virginia's Virginia Inland Port (VIP), separated by imports and exports. Applicants are required to provide the most accurate estimate available.
- 6. **Barge & Rail applicants:** The following questions pertain to cargo transportation **by barge**, projected to be completed within the current year.
  - a. Provide the projected **barge** cargo volume for the current year to be transported through any Port of Virginia facility, separated by imports and exports. Applicants are required to provide the most accurate estimate available.
  - b. Provide the projected **barge** cargo volume for the current year that is expected to originate or terminate at The Port of Virginia's Richmond Marine Terminal (RMT), separated by imports and exports. Applicants are required to provide the most accurate estimate available.

7. **Barge & Rail applicants:** The following questions pertain to cargo transportation **by rail**, projected to be completed within the current year.
- Provide the projected **rail** cargo volume for the current year to be transported through any Port of Virginia facility, separated by imports and exports. Applicants are required to provide the most accurate estimate available.
  - Provide the projected **rail** cargo volume for the current year that is expected to originate or terminate at The Port of Virginia's Virginia Inland Port (VIP), separated by imports and exports. Applicants are required to provide the most accurate estimate available.
8. **Port Volume Increase applicants**, provide a Yes or No response based on the following definition of a major facility: A major facility is defined as a new facility to be located in Virginia that is projected to import or export more than 25,000 TEUs through a port in its first calendar year.
9. **To all applicants**, select the appropriate box(es) to indicate whether the company has received either a Letter of Recommendation or a State Incentive Package within the past two (2) years. If not applicable due to the timing or receipt of support, please select 'N/A'.
10. **To all applicants**, within the past two (2) years, provide the amount of **Infrastructure or Capital Investment** made in the Commonwealth of Virginia, in whole dollars. *Infrastructure investment* refers to the development of new port-related facilities or upgrades to existing ones. *Capital investment* refers to the amount properly chargeable to a capital account for improvements to rehabilitate or expand depreciable real property placed in service during the taxable year, as well as the cost of machinery, tools, and equipment used in an international trade facility directly related to the movement of cargo.
11. **To all applicants**, within the past two (2) years, indicate whether the investment referenced in Question #8 was for operations at a new facility or for the expansion of existing operations.
12. **To all applicants**, provide the number of full-time employees in the Commonwealth of Virginia hired for new, permanent positions created as a result of the investment activities described in Questions #8 and #9.

### Declaration and Signature Instructions

**Declaration** I (we) the undersigned declare that this form (including any accompanying schedules, statements, and enclosures) has been examined by me (us) and is to the best of my (our) knowledge and belief, a true, correct, and complete application, made in good faith pursuant to the rules set forth by the Virginia Port Authority.

**Signature:** Each pre-application must be properly signed.

**Date:** Each pre-application must be properly dated.

Submit completed applications by November 1<sup>st</sup> and pre-application inquiries to: [GrowthIncentiveGrants@portofvirginia.com](mailto:GrowthIncentiveGrants@portofvirginia.com)