



U.S. Department  
of Transportation  
**Federal Transit  
Administration**

REGION VIII  
Colorado, Montana,  
North Dakota,  
South Dakota,  
Utah, and Wyoming

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Suite 310  
Lakewood, Colorado 80228  
702-963-3300 (voice)  
720-963-3333 (fax)

**REGION 8 BULLETIN NO: 2014-27**

Subject: Financial and Milestone Progress Reports

Date: October 8, 2014

To: ALL Federal Transit Administration (FTA) Region 8 Grantees

Re: Annual Federal Financial and Milestone Progress Reports for all Grantees with active Grants

Dear Grantees:

This is a reminder to all grantees with active grants. You have until October 30<sup>th</sup>, 2014 to enter annual/fourth quarter FY14 Federal Financial and Milestone Progress Reports into TEAM.

These reports are a Federal requirement and each grantee certifies, per FTA's Master Agreement and Annual Certifications and Assurance, they will comply with all applicable Federal Statutes, regulations, executive orders, FTA circulars and other Federal requirements. Future draw downs and grant awards could be delayed if reports are not completed on time and accurately. We appreciate your promptness and your attention to these requirements.

To enable you to enter this information correctly, we have attached guidance to assist you in filling out these reports. Please contact the appropriate FTA staff, noted below; if you have any questions on entering this data.

If you have further questions, please contact Ms. Donna Douville, Region 8, at 720-963-3332, [donna.douville@dot.gov](mailto:donna.douville@dot.gov) or the appropriate point of contact listed below for your geographic location.

Montana, South Dakota, North Dakota and Minnesota grantees:  
Ryan Hammon, 720-963-3336 or [ryan.hammon@dot.gov](mailto:ryan.hammon@dot.gov)

State DOTs and Tribal grantees:  
Jennifer Stewart, 720-963-3317 or [jennifer.stewart@dot.gov](mailto:jennifer.stewart@dot.gov)

ARRA grants:  
Ryan Hammon, 720-963-3336 or [ryan.hammon@dot.gov](mailto:ryan.hammon@dot.gov)

RTD and Wyoming grants:

Tim Sullivan, 720-963-3311 or [timothy.sullivan@dot.gov](mailto:timothy.sullivan@dot.gov)

Colorado Grantees:

Tiffany Gallegos, 720-963-3312 or [tiffany.gallegos@dot.gov](mailto:tiffany.gallegos@dot.gov)

Utah Grantees:

Melanie Choquette, 720-963-3322 or [melanie.choquette@dot.gov](mailto:melanie.choquette@dot.gov)

Sincerely,

LINDA M

GEHRKE

Digitally signed by LINDA M  
GEHRKE  
DN: c=U.S. o=U.S. Government,  
ou=DOT FHWA Lakewood CO,  
cn=LINDA M GEHRKE  
Date: 2014.10.08 15:26:56 -06'00'

Linda M. Gehrke

Regional Administrator

Attachments:

1. [Federal Financial Report Checklist](#)
2. [Milestone progress Reports Checklist](#)