



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

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REGION 10 BULLETIN NO: 2015-40

Subject: New Charter Reporting Website

Date: December 21, 2015

On December 18, 2015, the Federal Transit Administration (FTA) launched its new Charter Reporting Tool. The new Charter Reporting Tool replaces the access portal in the Transportation Electronic Award Management (TEAM) system for FTA recipient's to upload their reports and the public access point for individuals who wish to review charter reports. Both the public and FTA recipients can access the Charter Reporting Tool from the FTA public website at <https://ftawebprod.fta.dot.gov/CharterReporting>.

All historical information from TEAM will be migrated to the new reporting tool. All current active TEAM Users will receive an auto-notification on how to access the reporting tool and a link to establish a new user password and account.

The FTA Charter page includes Charter Reporting requirements and reference materials on how to access the new reporting tool, including a recorded presentation on how the system functions, <https://connectdot.connectsolutions.com/p3d9okvvy82>.

If you need system help to use the Charter Reporting Tool, contact the help desk at 202-385-4357 or email 5-HelpServiceCenter@dot.gov.

For further information, contact Region 10's Gwen Franks at 206-220-7515 or email gwendolyn.franks@dot.gov.

Sincerely,

**RICHARD
KROCHALIS**

Digitally signed by RICHARD
KROCHALIS
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Date: 2015.12.21 08:41:51 -08'00'

R.F. Krochalis
Regional Administrator

