



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

REGION X
Alaska, Idaho, Oregon,
Washington

915 Second Avenue
Federal Bldg. Suite 3142
Seattle, WA 98174-1002
206-220-7954
206-220-7959 (fax)

REGION 10 BULLETIN NO: 2014-37

Subject: FY 2014 Year-End Grant Processing Timelines

Date: August 18, 2014

Federal Fiscal Year (FY) 2014 ends on September 30, 2014. Every year, the Federal Transit Administration (FTA) establishes year-end grant processing timelines to ensure adequate time for grantees to develop and submit grants in Transportation Electronic Award Management (TEAM-Web) and the Electronic Clearing House Operation (ECHO-Web) systems, as well for FTA to review/process and award grants. The timelines are as follows:

TEAM-Web System

- *September 23, 2014 at 5:00 pm Pacific Time:*
TEAM will be closed for all financial transactions. During this closure period, TEAM will not accept any financial-related transactions (such as grant awards, budget revisions, grant application submissions, etc.). Grant executions and non-financial related functions (such as grant application development) can still happen after this date.
- *September 26, 2014 at 5:00 pm Pacific Time:*
TEAM final shutdown for FY 2014.
- *October 4, 2014:*
TEAM will reopen ONLY for non-financial transactions (such as grant application development, report submissions, and update grantee profile information) for FY 2015.
- *Mid- to Late October 2014:*
The estimated date TEAM will re-open for FY 2015 business.

ECHO-Web System

- *September 24, 2014 at 11:00 am Pacific Time:*
ECHO-Web will be closed for FY 2014 year-end processing. Draw-downs (payments) will not be processed between September 25 and October 2, 2014.
- *October 3, 2014 at 5:00 am Pacific Time:*
ECHO-Web will re-open for FY 2015 business.

We encourage you to contact your respective FTA grant representative if you have any questions in developing and/or submitting your grant applications or regarding the status of any particular grant(s).

For questions or additional information, please contact Amy Changchien at 206-220-4464 or by email at amy.changchien@dot.gov.

Sincerely,

for R.F. Krochalis
Regional Administrator

