



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: 2014-56

Subject: New TrAMS Deployment Update and Grant Processing Timelines

Date: November 17, 2014

Background

Since 1998, the Federal Transit Administration (FTA) has awarded and managed Federal financial assistance for public transportation through its Transit Electronic Award and Management (TEAM) system. FTA is now preparing to deploy a successor to TEAM called the Transit Award Management System (TrAMS) in April 2015.

Grant Processing Timeline

October 2014 - early March 2015	Continue using TEAM.
January 1, 2015	Grant applications must be in “Submitted” status in TEAM by January 1, 2015 if grantees expect to receive grant awards by March 1, 2015. (“Submitted” means that a grant has gone through FTA review and is ready for FTA to continue processing towards award.)
March 1, 2015	Anticipated TEAM shut down.
April 2015	Anticipated TrAMS deployment.

Processing Priorities

To effectively manage and process the anticipated high volume of grant applications on a compressed timeline, please let your assigned FTA Grant Representative know of the priority of your funding needs. Unless requested by the grantees, the grant processing priority is as shown below:

- Priority #1: Grant applications applying for funds that will lapse on September 30, 2015.
- Priority #2: Grants that grantees need to maintain service (e.g. operating assistance) and/or maintain cash flow balance.
- Priority #3: All other grants.

How can we help you?

FTA will make every effort to award all submitted grant applications prior to the TrAMS launch in April 2015. FTA cannot guarantee that applications submitted but not awarded in TEAM by March 1, 2015 will be migrated into TrAMS. If an application is not migrated into the new system, the recipient will need to re-create their application in TrAMS once it is deployed.

In response to the shortened grant development and submission window, the FTA Region 10 Office has developed the enclosed “Grant Development Checklist for Grantees”. This guidance document is designed to assist and streamline the grant development process for grantees. This guidance includes a comprehensive list of FTA program requirements, and templates for grantees to use when entering information in the “Project Details” and “Extended Budget Description” sections of the grant application in TEAM-Web.

TrAMS hands-on training sessions for Region 10 grantees are scheduled on December 9-11, 2014 in Seattle. In addition to these hands-on trainings, FTA will be offering additional training and information sessions via webinars before and after TrAMS deployment.

To stay informed about TrAMS, its upcoming deployment and associated training/information sessions, please sign up for email updates at https://public.govdelivery.com/accounts/USDOTFTA/subscriber/new?topic_id=USDOTFTA_84 or email fta.trams@dot.gov.

For further information, contact Region 10’s Amy Changchien at 206-220-4464 or email amy.changchien@dot.gov.

Sincerely,

for R.F. Krochalis
Regional Administrator



Encls: Grantee Grant Development Template and Checklist