

Split Letter/Sub-Allocation Letter Required Template Language

The following language shall be incorporated into each split letter/governor sub-allocation letter or other letter above the signature blocks. (All signatures must be dated.) The required language will also be included in the forthcoming Federal Register Notice for FY 2016 Certifications & Assurances and Master Agreement. This language shall be included in any letter beginning in FFY 2016.

"As identified in this Split Letter, the Designated Recipient authorizes the reassignment/reallocation of Section 5307 to the Direct Recipient(s) named herein. The undersigned agree to the Split Letter and 1) the amounts allocated/reassigned to each Direct Recipient, and 2) the stated commitment to comply with the 1% transit enhancement requirement. Each Direct Recipient is responsible for its application to the Federal Transit Administration to receive Section 5307 funds and assumes the responsibilities associated with any award for these funds."

Include a statement that addresses how the 1% enhancement requirement will be satisfied; this may include/identify the amounts and distribution to demonstrate commitment by the designated and direct recipients; or narrative to explain how the requirement will be met.

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