



STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
DIVISION OF MULTIMODAL TRANSPORTATION RESOURCES
SUITE 1800, JAMES K. POLK BUILDING
505 DEADERICK STREET
NASHVILLE, TN 37243-0349
(615)741-2781

JOHN C. SCHROER
COMMISSIONER

BILL HASLAM
GOVERNOR

May 3, 2016

Dear Transit Agencies:

TDOT is pleased to announce the allocation of Urban Operating Assistance Program (UROP) funds for State Fiscal Year 2017 (July 1, 2016 – June 30, 2017). Allocations are based on population reported in the 2010 Census. Gatlinburg and Pigeon Forge are taken off the top before the distribution by population, due to the high impact of tourism in those communities. UROP funds are intended to supplement other available funds in support of urban transit agencies. The table below shows the allocated funds to each urban transit agency.

Agency	SFY17 Allocation
City of Bristol	393,200.00
Chattanooga Area Regional Transportation Authority (CARTA)	2,156,000.00
City of Clarksville (Clarksville Transit System)	897,500.00
Southeast Tennessee Human Resource Agency (CUATS)	377,800.00
Jackson Transit Authority (JTA)	406,600.00
City of Johnson City (Johnson City Transit System - JCTS)	681,200.00
City of Kingsport (Kingsport Area Transit System - KATS)	602,900.00
City of Knoxville (Knoxville Area Transit)	3,160,600.00
Memphis Area Transit Authority (MATA)	5,996,900.00
City of Morristown	334,000.00
City of Murfreesboro	753,700.00
City of Oak Ridge	168,000.00
City of Gatlinburg (Gatlinburg Mass Transit System - GMTS)	358,900.00
City of Pigeon Forge (Pigeon Forge Fun Time Trolleys + Sevierville)	615,200.00
Nashville-Metropolitan Transit Authority (MTA)	4,653,700.00
Regional Transportation Authority (RTA)	578,100.00
Franklin Transit Authority (FTA)	253,300.00
Total	\$ 22,387,600.00

* Pigeon Forge receives Sevierville's allocation because Pigeon Forge provides service to Sevierville.

In February 2014, Commissioner Schroer approved several changes to the UROP program, which remain in effect for SFY2017. Grantees may budget up to \$1 million in UROP funds for capital expenses. TDOT will reimburse at 80% the first \$500,000 in total expenses (80% state, 20% local). Above \$500,000 in total expenses, TDOT will reimburse expenses at a 50% match (50% state, 50% local).

May 3, 2016

Federal funds obligated under the 5307 program for capital and/or operating expenses must be drawn down before invoicing TDOT for UROP funds within the same reimbursement period. Invoices must be submitted at least quarterly, but monthly is preferred. TDOT Multimodal will provide an invoice checklist to assist agencies in compiling the necessary documentation for invoice submissions.

To request a UROP contract, grantees shall submit the following documents to TDOT Multimodal, via email to TDOT.MultiModalAdmin@tn.gov, or by mail:

- A completed Contract Request Form (attached)
- A PDF of the full final report from the agency's most recent FTA Triennial Review (if applicable)
- Documentation of the status of corrective actions associated with any findings from the most recent Triennial Review
- An indirect cost allocation plan, current indirect rate calculation, and a letter from the cognizant agency approving the plan. (Applies only if indirect costs are charged to UROP)

Agencies must submit a Contract Request Form to TDOT Multimodal by **Friday, May 13, 2016**, to be included in the initial contract execution process. The contracts for SFY2017 will be dated from July 1, 2016 – June 30, 2017. There will be no contract extensions unless compelling circumstances warrant an exception. Unspent funds will be reallocated based on TDOT discretion. If a grantee is not planning to accept all or part of the SFY2017 UROP allocation, please notify TDOT as soon as possible.

If you have any questions, please contact Kaitlyn McClanahan via email at Kaitlyn.McClanahan@tn.gov or by phone at 615-532-583.

Sincerely,



Matthew Long
Transit Manager

cc: Toks Omishakin, TDOT Deputy Commissioner/Chief
Liza Joffrion, TDOT Multimodal Director
Larry Sanborn, TDOT Multimodal Assistant Director
George Mitchell, TDOT Multimodal Transit Program Supervisor
Kaitlyn McClanahan, TDOT Multimodal Transit Program Monitor
Jason Spain, TPTA Executive Director
Arthur Bing, TPTA President