



STATE OF TENNESSEE  
DEPARTMENT OF TRANSPORTATION  
DIVISION OF MULTIMODAL TRANSPORTATION RESOURCES  
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JOHN C. SCHROER  
COMMISSIONER

BILL HASLAM  
GOVERNOR

May 15, 2018

Dear Transit Agencies:

TDOT is pleased to announce the allocation of Urban Operating Assistance Program (UROP) funds for State Fiscal Year 2019 (July 1, 2018 – June 30, 2019). 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. The UROP program provides capital and operating assistance to support fixed route and complementary paratransit service in urban core areas of Tennessee. UROP funds are to supplement other available funds in support of urban transit agencies. The table below shows the allocated funds to each urban transit agency.

Agency	SFY19 Allocation
City of Bristol	414,400.00
Chattanooga Area Regional Transportation Authority (CARTA)	2,272,100.00
City of Clarksville (Clarksville Transit System)	945,900.00
Southeast Tennessee Human Resource Agency (CUATS)	398,100.00
Jackson Transit Authority (JTA)	428,500.00
City of Johnson City (Johnson City Transit System -JCTS)	717,900.00
City of Kingsport (Kingsport Area Transit System - KATS)	635,400.00
City of Knoxville (Knoxville Area Transit)	3,330,800.00
Memphis Area Transit Authority (MATA)	6,319,900.00
City of Murfreesboro	794,300.00
City of Gatlinburg (Gatlinburg Mass Transit System -GMTS)	378,200.00
City of Pigeon Forge (Pigeon Forge Fun Time Trolleys + Sevierville)	648,300.00
Nashville-Metropolitan Transit Authority (MTA)	4,904,300.00
Regional Transportation Authority (RTA)	609,300.00
Franklin Transit Authority (FTA)	266,900.00
<b>Total</b>	<b>\$ 23,064,300.00</b>

\* 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 SFY2019. 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).

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 has provided a Grantee

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Invoice Reimbursement 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](mailto:TDOT.MultiModalAdmin@tn.gov), or by mail:

- A completed Contract Request Form
- A PDF of the full final report from the agency's most recent FTA Triennial Review
- 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)

Please submit your contract request form as soon as possible in order for TDOT to initiate contracts. The contracts for SFY2019 will be dated from July 1, 2018 – June 30, 2019 and will be for the entire allocated amount. There will be no contract extensions. Unspent funds will be reallocated based on TDOT discretion. If a grantee is not planning to accept their SFY2019 UROP allocation, please notify TDOT as soon as possible.

If you have any questions, please contact Alaire Gage via email at [alaire.gage@tn.gov](mailto:alaire.gage@tn.gov) or by phone at 615-313-3192.

Best regards,



Matthew Long  
Transit Manager

cc: Toks Omishakin, TDOT Deputy Commissioner/Chief  
Liza Joffrion, TDOT Multimodal Director  
Larry Sanborn, TDOT Multimodal Assistant Director  
Kaitlyn McClanahan, TDOT Multimodal Transit Program Supervisor  
Alaire Gage, TDOT Multimodal Transit Program Monitor  
Jason Spain, TPTA Executive Director  
Lisa Maragnano, TPTA President