

**FINAL AGENDA- Federal Transit Administration – Region 4  
State Programs Meeting  
April 15-16, 2009**

Georgia Regional Transportation Authority (GRTA)  
8<sup>th</sup> Floor Boardroom  
245 Peachtree Center Ave, NE  
Atlanta, GA

**Wednesday, April 15, 2009**

- 8:30 am**                    **Welcome and Introductions**  
*James Garland, State Programs Team Leader*
- 8:45 am**                    **“State of the Region Address”**  
*Yvette Taylor, Regional Administrator*
- 9:30 am**                    **Beyond the Recession: Current Issues and The Road Ahead**  
*(15-20 minute presentations by each State – Please see session description for more information.)*
- 10:30 am**                    **BREAK**
- 10:45 am**                    **Beyond the Recession: Current Issues and The Road Ahead**  
*(15-20 minute presentations by each State – Please see attached session descriptions for more information.)*
- 12:00 pm**                    **Interactive Working Lunch: American Recovery and Reinvestment Act (ARRA)**  
*(Please be prepared to deliver a brief oral summary on the ARRA efforts underway in your state)*  
*Jamie Pfister, Director of Planning*  
*David Schilling, Community Planner*
- 2:00 pm**                    **BREAK**
- 2:15 pm**                    **Intercity Bus Issues: National and Regional Practices**  
*Lorna Wilson, Transportation Program Specialist,*  
*FTA Headquarters*
- 3:15 pm**                    **Tracking and Transferring Funding**  
*Jamie Pfister, Director of Planning*

**Wednesday, April 15, 2009 (continued)**

- 4:00 pm**                    **Planning for a Facility in Small and Rural Areas**  
*James Garland, State Programs Team Leader*  
*David Schilling, Community Planner*
- 4:45 pm**                    **FTA Guidance Updates & New Information**  
*This session will cover:*  
*NTD Policy on Reporting for Human Service Transp. Providers*  
*5310 End of Year Performance reporting*  
*New Freedom policy changes*  
*PM 2.5 Designations*  
*Coordinated Planning*
- 5:15 pm**                    **Re-cap of the Day/ General Q/A**
- 5:30 pm**                    **Adjourn for Dinner @ Max Lager's**

**Thursday, April 16, 2009**

- 8:30 am**                    **Re-Cap of Yesterday/Brief Update of Today's Events**  
*James Garland, State Programs Team Leader*
- 8:45 am**                    **ARRA Reporting Requirements**  
*Jamie Pfister, Director of Planning*
- 9:15 am**                    **Civil Rights Issues- Updates, Guidance and New Information for ARRA**  
*Frank Billue, Civil Rights Specialist*
- 9:45 am**                    **State Management Reviews: FY 2008 and Beyond**  
*David Schilling, Community Planner*
- 10:15 am**                    **BREAK**
- 10:30 am**                    **FY 2009 Grant Making Procedures and Reminders**  
*Andres Ramirez, General Engineer*
- 11:00 am**                    **Connecting Communities and Emergency Reporting**  
*James Garland, State Programs Team Leader*  
*Christopher White, General Engineer*  
*Vickie Bourne, Executive Directory, KYTC*
- 11:30 am**                    **Grants Management: Reporting & Close Outs**  
*David Schilling, Community Planner*
- 12:15 pm**                    **Final Wrap Up/Next Meeting Location/Recap of Action Items**
- 12:30 pm**                    **Adjourn \*\***

*Note: Optional ARRA Training will be held Thursday afternoon for those who have signed up*

## **Session Descriptions**

### **State of the Region Address**

This session will be an opportunity for participants to engage in an interactive discussion with Tom Thomson, Deputy Regional Administrator, about what is working and what isn't with the state DOT's throughout Region 4. Tom will also provide a brief update of the ARRA process, and discuss the status of the next re-authorization bill. Information regarding Public Private Partnerships, the State of Good Repair, and the FY 09 Omnibus bill, will also be discussed.

### **Beyond the Recession: Current Issues and the Road Ahead**

During this roundtable, we are requesting that a representative from each State DOT Address the following topics and questions. Please let us know in advance if you will be using power point for your presentation.

- a) Describe and explain the financial and budgetary status of your state's finances, and how the current recession impacts transit in your state
- b) Describe any legislative efforts underway in your state that affect transit
- c) General updates and initiatives underway in your state

### **Interactive Working Lunch: American Recovery and Reinvestment Act**

This session provides an overview of the American Recovery and Reinvestment Act (ARRA) for transit. This will include the latest information on ARRA requirements, certifications, special conditions and grant making specific to the States and State DOTs. After the overview, each State DOT will provide a brief update on their ARRA process to include project selection processes, TIP/STIP updates, Governor's apportionments letters and grant making.

### **Intercity Bus Issues: National and Regional Practices**

During this discussion, we will provide an overview of the Section 5311(f) program. States must spend 15 percent of the Section 5311 apportionment to support rural intercity bus service unless the Governor certifies that the intercity bus needs of the State are adequately met. The overview will include the 5311f requirements, eligible activities and best practices around the country. After the overview, we will have a roundtable discussion to learn about 5311f practices from the Region IV DOTs.

### **Tracking and Transferring Funding**

Jamie Pfister, our Director of Planning, will provide a brief presentation to discuss issues and concerns with funds transfers. Jamie will also discuss best practices on funds tracking, and other financial-related information.

## **Session Descriptions (continued)**

### **Planning for a Facility in a Small and Rural Area**

This presentation provides an overview of the planning and NEPA process needed to help construct transit facilities in small and rural areas. During this session, we will answer questions related to the NEPA process, and provide real-time solutions to assist in project planning.

### **FTA Guidance Updates and New Information**

During this session, we will cover NTD Reporting, 5310 Reporting and Useful Life Requirements, New Freedom Guidelines, PM 2.5 Designations, and Coordinated Planning. This will be a wonderful opportunity to present questions to the team related to any of these subject areas.

### **ARRA Reporting Requirements**

FTA will provide recent updates and guidance for state DOT's to use to meet the mandatory reporting requirements under the American Recovery and Reinvestment Act (ARRA)

### **Civil Rights Issues- Updates, Guidance and New Information for ARRA**

Frank Billue, Our Civil Rights Specialist, will provide updates and answer your questions concerning Civil Rights. Frank will also provide information pertaining to Civil Rights under ARRA.

### **State Management Reviews from FY 2008 and Oversight Reviews for FY 2009**

FTA will provide a recap on the State Management Reviews conducted in FY 2008, including common findings and lessons learned. Next, FTA will discuss the upcoming FY 2009 Region IV SMR's and future training opportunities.

### **FY 2009 Grant Making Procedures and Reminders**

The purpose of this presentation is to provide a comprehensive timeline for the ARRA grants in conjunction with the current and previous fiscal years grant processes. Topics will include FY09 grant application timeline, critical deadlines and guidance in planning the grant application process.

## Session Descriptions (continued)

### **Connecting Communities and Emergency Reporting**

During this session, we will highlight our Connecting Communities initiative and discuss natural and man-made disaster vulnerabilities throughout Region 4. We will also discuss emergency reporting requirements and FTA expectations during emergencies.

### **Grants Management: Reporting and Close-Outs**

FTA will provide guidance on correctly reporting Financial Status and Milestone Progress Reports and grant close-out procedures and “friendly reminders”.

### **ARRA Special One-on-One Training\*\*\***

Please see the registration form to provide your response. We are asking for interested state DOT representatives to sign up to receive one-on-one ARRA training on Thursday afternoon. **The training is not mandatory.**