

FTA

FEDERAL TRANSIT ADMINISTRATION

Year End Transactions

Transit Award Management System Update



U.S. Department of Transportation
Federal Transit Administration

Session Overview

- Critical Dates
- New Applications (Award & Execution)
- Post Award Actions (BR, Amends, Close Outs)
- Reporting Requirements
- ECHO Drawdowns
- Designated Recipients
- Getting Ready for TrAMS
- TEAM grants in TrAMS

Critical Dates

September 25, 2015

- TEAM Shut Down
- New Awards & Execution
- Post Award Actions Approved & Executed
- ECHO Year End Close



October 16, 2015 ECHO reopens

Existing Awards & TEAM Shut Down

- All pending budget revisions must be approved by FTA prior to September 25, 2014
- All pending amendments must be approved by FTA and executed by the recipient prior to September 25, 2014
- Recipients should promptly execute awards to be in active status by 9/25/2015, to draw down funds.
- If you miss 9/25 deadline to execute, FTA will work with those grantees to execute their awards after TrAMS is operational. Your award will not be active until it is executed.

FFR and MPR Reporting

- Quarter 4 Reporting (July 1st thru September 30th) Reports will be submitted in TEAM. TEAM will be open October 1st to October 30th only for reporting.
- Submitted reports will be reviewed by FTA in TrAMS.
- Non-submitters must reconcile information in TrAMS in the next reporting cycle.
- Last data entered into TEAM (regardless of report submission status), will be migrated into TrAMS and be the baseline for QI Reporting in TrAMS.

Transportation Enhancement Activity Reports

Quarter 4 Reporting Requirement

- Attach/Paperclip report in TEAM;
- Add information to your 4th Quarter MPR;
- File as directed by your Regional Office.
- Reports must be filed by October 30th.

DBE Reporting

- Do not report in TEAM.
- Semi-Annual DBE Reporting will be completed in TrAMS once it is operational.
- The new DBE form currently in TEAM will be the same in TrAMS.

**DBE Awards/Commitments This Reporting Period
Breakdown By Ethnicity & Gender:**

	Contracts Awarded to DBE this Period					
	A	B	C	D	E	F
	Total to DBE (Dollar Amount)			Total to DBE (number)		
	Women	Men	Total	Women	Men	Total
11. Black American:	\$0.00	\$0.00	\$0	0	0	0
12. Hispanic American:	\$0.00	\$0.00	\$0	0	0	0
13. Native American:	\$0.00	\$0.00	\$0	0	0	0
14. Asian Pacific American:	\$0.00	\$0.00	\$0	0	0	0
15. Subcontinent Asian Americans:	\$0.00	\$0.00	\$0	0	0	0
16. Non Minority:	\$0.00	\$0.00	\$0	0	0	0
17. Total:	\$0	\$0	\$0	0	0	0

Payments On Ongoing Contracts:
(Report Activity of ongoing contracts)

Charter Reporting

- Charter Reporting may be completed in TEAM until September 25, TEAM Close.
- Charter Reporting is currently not part of TrAMS. FTA will hold separate information session and training in the Fall.

News	Grant Programs	Funding & Finance	Regional Offices	Contact Us	About FTA	Top Req
----------------------	--------------------------------	---------------------------------------	----------------------------------	----------------------------	---------------------------	-------------------------

[Home Page](#) >> [Top Requests](#) >> [Charter Bus Service](#)

Charter Bus Service

FTA's Charter Bus Service Rule, which implements 49 U.S.C. 5323(d), protects private charter operators from unauthorized competition from FTA grant recipients.

Other important information.

Registration	<p>Charter Registration Website:</p> <p>The Charter Registration Tool allows private charter providers to receive notices of upcoming charter opportunities. Private operators must register on a bi-annual basis, otherwise they will no longer receive notices after their registration expires. Qualified Human Service Organization's (QHSO) that do not receive funds from one of the 65 Federal programs included in Appendix A of the Charter Rule must also register on the website.</p> <p>In order to take advantage of the charter rule provisions private charter operators and applicable QHSO's must be registered on FTA's Charter Registration Website.</p> <p>Charter Registration Website Help:</p> <ul style="list-style-type: none">• Registration Website Quick Reference Guide (MS Word)• Registration Website Quick Reference Guide for Resubmitting Expired Submissions (MS Word) (Note: Files are large and download time will vary depending on your connection)
---------------------	--

ECHO Drawdowns

- Year End Close is same as prior years.
- ECHO must close for a short period for financial year-end activities.
- ECHO closes on September 25, 2015.
- ECHO reopens on October 16, 2015.
- After October 16th drawdowns can begin again.
- Currently no anticipated closure of ECHO after it reopens and we transition to TrAMS.

ECHO Web 2.0 Update

- ECHO Users must Sign Up and receive Authorization to obtain access to the new ECHO Web 2.0. Instructions and forms will be made available through the Regional Offices and posted to the FTA website.
- ECHO Web 2.0 supports drawdowns for both TEAM and TrAMS Awards
- ECHO Web 2.0 Opens Mid October
- Training Materials will be made available.

FTA Actions After TEAM Shutdown

- FTA Conducts Year End Business
- TrAMS Contractor completes final migration of TEAM Data and Conducts Quality Checks
- Financial data reconciliation FMS/TrAMS
- Satisfy Security Requirements for TrAMS
- Launch TrAMS

Getting Ready for TrAMS

- User Information is correct in TEAM
- SAM registration is current
- DUNS information is correct
- User Manager, know who will be designated
- Clean Up stale grant applications
- Clean Up Civil Rights Information
- Review your portfolio of Grants

Where to get information


FTA's Website under Grant Programs


Your Regional Office

Sign up for Alerts to stay current

[Home Page](#) >> [Grant Programs](#) >> [Applying for FTA Funding](#) >> [TrAMS](#)

The Transit Award Management System (TrAMS): FTA's Next Generation of TEAM

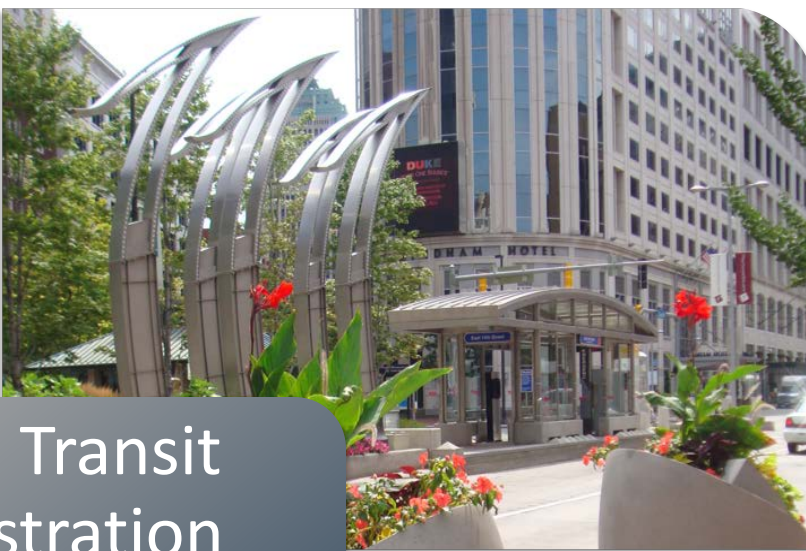
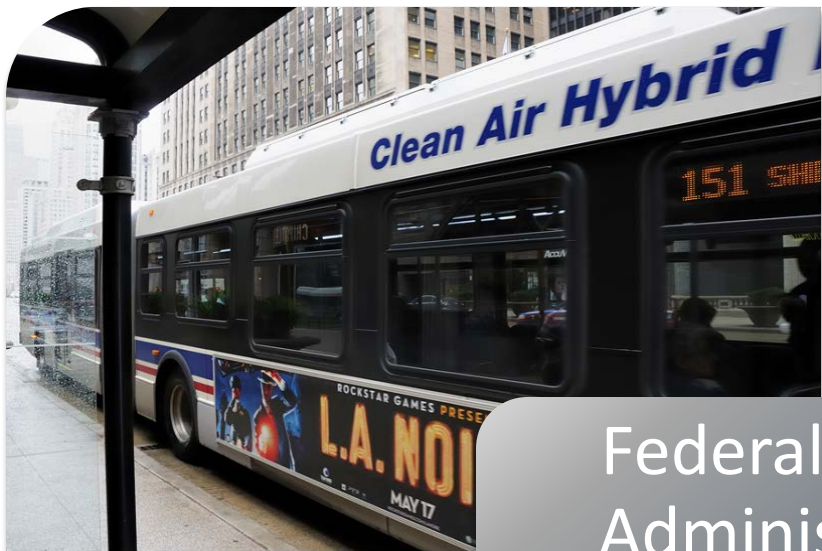


 **Sign up for email updates on this topic.**

- [TrAMS Schedule](#)
- [What to Expect During the Transition from TEAM to TrAMS](#)
- [TrAMS Guidance](#)
- [TrAMS Training](#)

How to Get Involved and Stay Informed About TrAMS

Please [sign up for email updates on this topic](#) to automatically receive information on our progress in deploying TrAMS, including new guidance and technical assistance and information on training and accessing the new system.



Federal Transit
Administration
www.fta.dot.gov

