

GDOT ARRA Reporting Workshop



**Georgia Department of Transportation
Intermodal Programs Division
Macon, Georgia
October 2, 2009**



Agenda

- FTA Reporting Requirements:
 - 1201 Reports
 - 1512 Reports
 - TEAM Reports
- 2nd Call for Projects

Reporting Requirements For ARRA Projects

- FTA - Section 1201© FTA TEAM – Annually
- GAO – Section 1512 – Quarterly
- FTA Quarterly Progress Reports due no later than 10 days after end of each quarter

FTA 12 01© Reporting

- Due February 17, 2010 & Annually on February 17, 2011 & February 17, 2012 To FTA
- Filed in TEAM by GDOT
- Will provide templates to subrecipients
- Due at GDOT by January 31, 2010

When to Submit 1201(c) Reports

Report Period

- January 31, 2010
- January 31, 2011
- January 31, 2012

GDOT Deadline

- January 31, 2010
- January 31, 2011
- January 31, 2012

Report Deadline

- February 17, 2010
- February 17, 2011
- February 17, 2012

FTA's 1201(c) Reporting Framework

- **GDOT Reports to FTA.**
- **Report on a Grant-by-Grant Basis (2 GDOT Grants)**
- **Report Cumulative Information**
- **GDOT Receives Info from SR via GDOT Template Before FTA Deadline**
- **GDOT Submits reports into TEAM.**

Sample 1201 Reporting

- Grant Dollars Obligated
- Grant Dollars Expended (Key)
- Contracts Begun and Grant Dollars
- Contracts Completed & Grant Dollars
- Direct Job Hours(Key)

OMB 1512 Reporting

- Due Quarterly - Link - <http://myteams.dot.ga.gov/info/stimulus/1589/default.aspx>.
- First Report Due November 10, 2009
- Must Use GDOT Template for Rural & Small Urban (Form 1589)
- Must Be Completed By Last Day of Each Quarter (December 31, March 31, June 30 & September 30)

• More Detailed Training To Follow

What Reporting is Required under Section 1512?

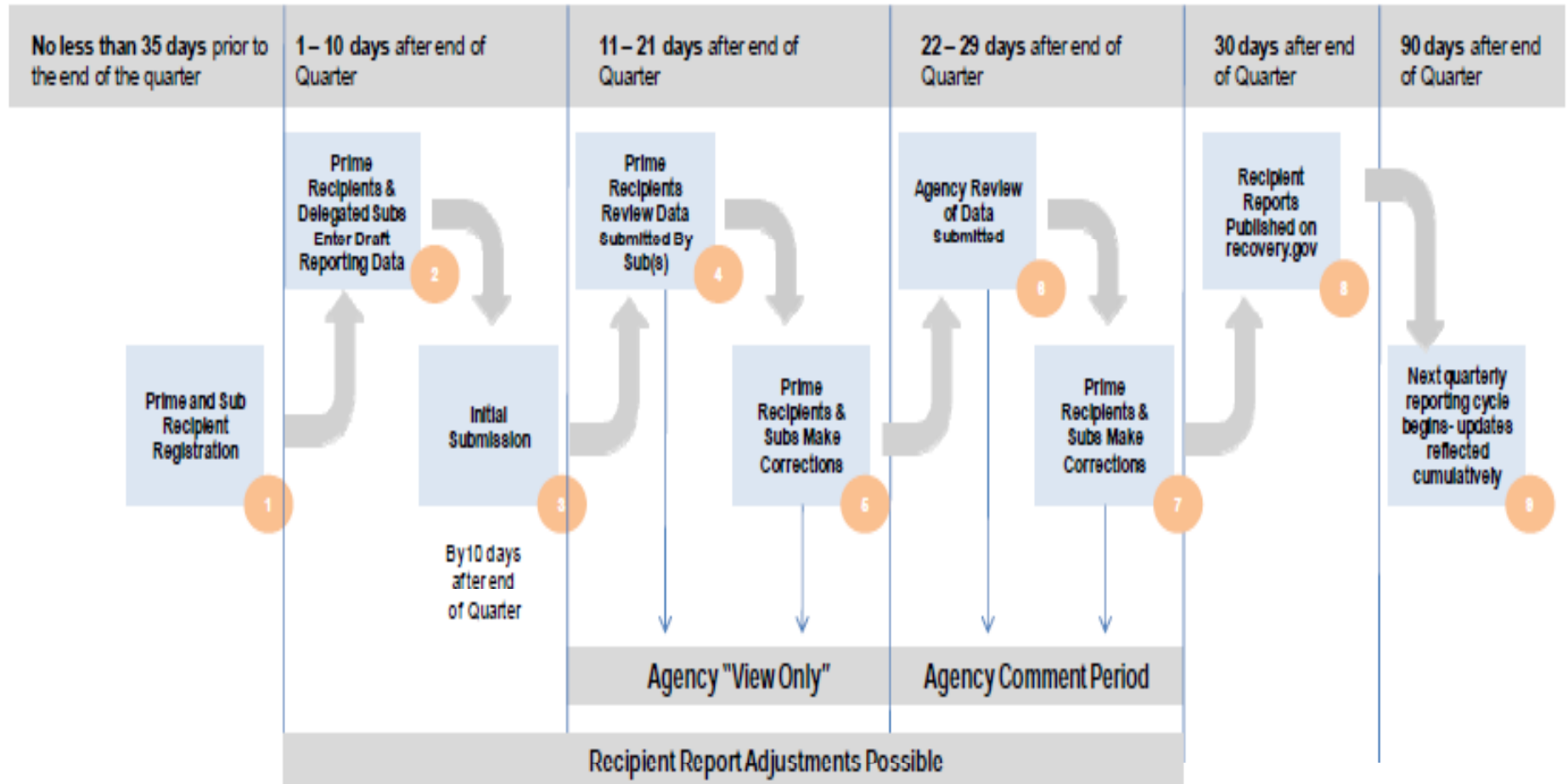
- Total Funds Received & Spent
- Description of Projects
- Completion Status (Key)
- Estimates of Jobs Created or Retained (Key)

What GDOT will need to report (1512)

- Recipient Vendor
 - Award Number
 - D-U-N-S or Name and Zip Code of Headquarters (HQ)
 - Product and Service Description
 - Payment Amount
- Sub-Recipient Vendor
 - D-U-N-S or Name and Zip Code of HQ

Timeline for Reporting and Reviewing 1512 Reports

Recipient Reporting Timeline



What GDOT will need to report (1512)

- Prime Recipient
 - Federal Funding Agency Code
 - *Federal Funding Agency Name*
 - Awarding Agency Code
 - *Awarding Agency Name*
 - Program Source (TAS)
 - Award Number
 - Recipient D-U-N-S Number
 - *Parent D-U-N-S Number*
 - *Recipient Type*
 - CFDA Number
 - *Recipient Name/Address/City/State/Zip Code/County*
 - Recipient Congressional District
 - Recipient Account Number
 - Award Type, Date, Description Project name or project/program title
 - Quarterly Activities/Project Description
 - Project Status

What GDOT will need to report (1512)

- Prime Recipient (cont.)
 - Activity Code
 - *Activity Description*
 - Number of Jobs
 - Description of Jobs Created
 - Amount of Award
 - Amount of ARRA Funds Received
 - Amount of Expenditure
 - Amount of Infrastructure Expenditure
 - Infrastructure Purpose and Rationale
 - Infrastructure Contact Information
 - Place of Performance Information
 - Recipient Officer Names and Compensation (Top 5)
 - Number and Amount of Payments to Vendors less than \$25,000/award
 - Number and Amount of Sub-awards less than \$25,000/award

What GDOT will need to report for Small Urban and Rural (1512)

- Sub-Recipient
 - Sub-Recipient D-U-N-S
 - Sub-award Number
 - *Sub-Recipient Name/Address/City/State/Zip Code/County*
 - Sub-Recipient Congressional District
 - *Sub-Recipient Type*
 - Amount of Sub-award
 - Amount of Sub-award Funds Disbursed
 - Sub-award Date
 - Sub-Recipient Place of Performance Information
 - Sub-Recipient Officer Names and Compensation (Top 5)

Additional Technical Assistance (1512)

- FTA 1512 Reporting Guidance Documents
 - 1512 Highlights
 - 1512 Checklist
 - 1512 Reporting Definitions and Examples(http://www.fta.dot.gov/index_9440_10542.html#1512)
- FTA 1512 Questions and Answers(http://www.fta.dot.gov/index_9440_9327.html#Reporting)
- FederalReporting.gov Frequently Asked Questions(<https://www.federalreporting.gov/federalreporting/faq.do>)
- Recovery.gov Recipient Reporting Information(<http://www.recovery.gov/?q=content/recipient-reporting>)

TEAM Reporting

- Due Date for First FSR/MPR is October 10, 2009
- Revised Milestone Dates Must Have Detailed explanations (Key)
- Must Use GDOT Quarterly Template
- In GDOT's Hands By Last Day of Each Quarter (December 31, March 31, June 30 & September 30)

FTA Grant Milestones Quarterly Report*

Transit Agency _____
 GDOT District _____ *For Internal Use Only*

Federal Grant Number _____

State Contract Number _____

Date 2nd Quarter FY 2008

Contact Person: _____

Phone Number: _____

Budget Activity Number	Budget Line Item Description	Approved Budget	Budget Changes	Current Budget	Amount Expended	Percentage Complete

Progress During this Quarter

	Original Estimated Completion Date (Month, Day, Year)	Revised Estimated Completion Date (Month, Day, Year)	Actual Completion Date (Month, Day, Year)	Comments
RFB/FB Out for Bid				
Contract Award				
First Bus Delivered (if applicable)				
Last Bus Delivered (if applicable)				
Contract Complete				

*Comments must be provided if any dates are revised. For any lapsed dates, a new estimated date is required along with explanation in the Comments column.

*Varies is not an acceptable completion date. Dates must be indicated Month, Day and Year.

Types of Vehicles _____
 (if applicable): _____

Name of Contractor or _____
 Manufacturer (vehicle only): _____



GDOT Schedule for ARRA Transit Projects Phase 2

Complete Phase 1

- FTA Grant(s) Approved August 2009
- Execute Contracts October 2009

Phase 2

- Phase 2 Call For Projects September 15, 2009
- Projects Due at GDOT..... October 2, 2009
- Complete Project Selection..... October 13, 2009
- Applications Due November 13, 2009
- Completed Grant(s)to FTA December 4, 2009
- FTA Grant(s) Approval January, 2010
- Execute Contracts..... March, 2010

Sample Criteria For Selection of ARRA Projects

- Work Can Be Completed Timely
- Project has been identified in a local transportation plan
- Request is for Additional funds for project already started
- All NEPA documentation is included
- Procurement of contractors can begin as soon as contract is executed
- Project directly affects the agency's ability to deliver service
- Project will preserve existing facility or service
- Facility purpose will improve passenger experience

Questions?

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