



U.S. Department  
of Transportation  
**Federal Transit  
Administration**

REGION VIII  
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South Dakota,  
Utah and Wyoming

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**REGION 8 BULLETIN NO: 2014-01**

**Subject:** FTA's Upcoming TrAMS webinars

**Date:** January 9, 2014

Dear Grantees:

This bulletin is to provide you with an update on the Transit Award Management System (TrAMS), FTA's next generation of TEAM.

FTA is scheduled to deploy TrAMS as its grants system of record in October of 2014. When deployed, TrAMS will offer a more efficient, user-friendly, and flexible tool to award and manage grants and cooperative agreements, will provide more useful information, and will strengthen the integrity and consistency of our grants award and management process.

In the past twelve months, FTA has developed significant functionality for the new system, including functionality to manage organizational information in the system, input and transmit an application, and complete post-award functions. However, the system remains a work in progress and we need your input so that we can improve the content we've developed so far.

**Upcoming Webinars**

FTA will be holding webinars this month that will provide an update on the status of the project and will feature a live demonstration of post-grant award functionality including:

- Executing an awarded grant.
- Drafting and submitting Milestone Progress Reports and Federal Financial Reports
- Preparing and submitting a budget revision
- Preparing a grant amendment

There will also be opportunities for questions and answers during the webinar.

**Webinar Logistical Information**

In order to accommodate interest in this topic, FTA plans to hold three webinars (the content for each webinar will be identical).

**Webinar #1**

Wednesday, January 29, 1-3 PM EST

Dial-in number: 877-873-8017

Participant account: 9693655

To join the meeting:

<https://connectdot.connectsolutions.com/ftatramsdemo/>

### **Webinar #2**

Thursday, January 30 1-3 PM EST

Audio Conference Details:

Dial-in number: 877-873-8018

Participant account: 6966823

To join the meeting:

<https://connectdot.connectsolutions.com/ftatramsdemo/>

### **Webinar #3**

Friday, January 31, 1-3 PM EST

Audio Conference Details:

Dial-in number: 877-873-8017

Participant account: 9693655

To join the meeting:

<https://connectdot.connectsolutions.com/ftatramsdemo/>

### **How to Participate in the Webinars**

No advance registration is required; however participants will be admitted to the webinar on a first-come, first-serve basis with a maximum of 200 people able to join the meeting via the webinar link and a maximum of 125 people able to join the meeting via the conference call line. (Participants who are not able to join the conference call will still be able to hear the audio portion but will not be able to ask questions via the conference call line).

### **Previous Webinar**

We encourage you to view the content of the previous webinar on TrAMS that FTA held for grantees on August 29. A link to that recording can be found at:

<https://connectdot.connectsolutions.com/p633mtmp0t5/>

This recording includes a live demonstration of the functionality grantees will use to manage their organizational information and develop an application in TrAMS along with questions and answers from webinar participants. (The audio portion begins about 32 seconds into the webinar).

If you are planning to participate in our January webinars but were not able to attend the August/September round, we encourage you to view/listen to this recording.

### **Volunteering to Evaluate TrAMS**

As part of our outreach in August and September of 2013, FTA invited individuals who work for our grantees to volunteer to evaluate the system we had configured so far and provide us with your feedback. Over 70 individuals representing over 50 grantees volunteered for this effort.

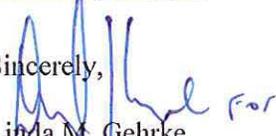
This month, we will be accepting a limited number of additional volunteers to help evaluate the post-award functionality we've developed so far. Priority will be given to the individuals/organizations who volunteered in September and additional volunteers will be accepted on a first-come/first-serve basis.

If you would like to volunteer, please email [fta.trams@dot.gov](mailto:fta.trams@dot.gov) no later than COB Friday January 24.

If you are already serving as a TrAMS volunteer evaluator, you do not need to re-apply.

If you have questions about this information, please contact David Beckhouse, Region 8 at 720.963.3306 or [fta.trams@dot.gov](mailto:fta.trams@dot.gov) for more information.

Sincerely,

  
Linda M. Gehrke  
Regional Administrator