



U.S. Department  
of Transportation

**Federal Highway  
Administration**

# Memorandum

6300 Georgetown Pike  
McLean, VA 22101

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Subject: **INFORMATION:** Transportation Pooled  
Fund (TPF) Solicitation #1571 “TRB Core  
Program Services for a Highway RD&T  
Program – Federal Fiscal Year 2022/TRB  
(State DOTs) Fiscal Year 2023”

Date:

From: Kelly Regal, Ph.D.  
Associate Administrator for Research,  
Development, and Technology  
McLean, VA 22101

In Reply, Refer To:  
HRTM-10

Prepared By: Tricia Sergeson, PMP  
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Management  
McLean, VA 22101

To: Jonathan Walker, Ph.D.  
Acting Director, Office of Corporate  
Research, Technology, and Innovation  
Management  
HRTM-1  
McLean, VA

This memorandum is in response to the April 4, 2022 email from Jean Landolt, of your staff, requesting a waiver of the non-Federal funding match for State Planning and Research–Subpart B (SP&R–Subpart B) funds for TPF project solicitation number 1571, “TRB Core Program Services for a Highway RD&T Program – Federal Fiscal Year 2022/TRB (State DOTs) Fiscal Year 2023.” We understand that the Federal Highway Administration (FHWA) will be the lead agency and Jean Landolt will be the lead contact person for this project.

The study meets the criteria for use of SP&R–Subpart B funds used for research and development studies without non-Federal matching funds. The approval status will be reflected on the TPF website: [www.pooledfund.org](http://www.pooledfund.org), which serves as the primary mechanism for communication regarding pooled fund studies.

It is important to remember that the lead agency contact is required to report on the status of the pooled fund study on a timely basis. The lead agency contact should notify Tricia Sergeson via email at [patricia.sergeson@dot.gov](mailto:patricia.sergeson@dot.gov) and Masha Shelton via email at [masha.shelton.ctr@dot.gov](mailto:masha.shelton.ctr@dot.gov) when the contract is signed. Electronic copies of the quarterly

and final reports and other relevant study documents are posted on the TPF website. By doing so, the lead agency will be fulfilling its obligation to provide information to its partners on the status of the project.

You may contact Tricia Sergeson if you have questions or need further assistance.