



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

# Memorandum

Subject: **INFORMATION:** Lead Agency for Pooled Fund  
Study TPF-5(209), "Support of Transportation  
Curriculum Coordination Council (TCCC)"

Date: FEB 27 2012

From: Butch Wlaschin *for* *Steph J. Gaj*  
Director, Office of Asset Management

In Reply Refer To:  
HIAM-20

To: Lisa A. Williams  
TPF Program Manager (HRTM-10)

The Federal Highway Administration (FHWA) is the lead Agency for the Transportation Pooled Fund Study TPF-5(209), "Support of Transportation Curriculum Coordination Council (TCCC)." The FHWA accepts the role of lead Agency and agrees to receive, obligate, expend, and manage contributions from participating agencies.

Participating States are asked to submit their funding transfer request (Form FHWA-1576), along with a copy of this memorandum, to their respective FHWA Division Office for concurrence. The Form FHWA 1576 is available on the homepage of the TPF Web site ([www.pooledfund.org](http://www.pooledfund.org)). Additionally, participating States should ask that funds be directed to the FHWA office code: HIAM-20. The Financial Manager of this pooled fund study is: Laura Lawndy and the BPAC # is 050. The Pooled Fund Manger is Jason Harrington, he can be reached at: (202) 366-1576, please contact him if you have any questions.

Nonfederal contributions to TPF-5(209) can be made via Pay.gov, which is a system provided by the U.S. Department of Treasury, to make secure electronic payments to Federal Government Agencies. To contribute non-Federal funds to an FHWA-led study, the contributing organization or State Department of Transportation may do so by following the following steps:

1. Go the homepage, **www.Pay.gov**
2. See the section "Find Public Forms" on the left side of the screen.
3. In the box entitled "Search Public Forms" type the words "**FHWA Pooled Funds**" and press enter.
4. Click on the listing "Federal Highway Pooled Funds."
5. Fill out the form to complete the electronic transfer.

For detailed informatio regarding the use of Pay.gov within the TPF Program, please review Chapter 14 of the TPF Program Procedures Manual (Draft: April 2010), which is currently available for download on the TPF Web site: [www.pooledfund.org](http://www.pooledfund.org).