




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

Memorandum

SENT BY ELECTRONIC MAIL

Subject: **ACTION:** Waiver of Match for State
Planning and Research funds to the
*Institute for Trade and Transportation
Studies*

Date: June 21, 2018

From: 
Kenneth N. Petty II
Director, Office of Planning

In Reply
Refer to: HEPP-1/HAD-MS

Andrew H. Hughes
Division Administrator
Jackson, MS

To: Gloria M. Shepherd
Associate Administrator for
Planning, Environment and Realty

This is a request for your approval to waive the matching requirement for State Planning and Research (SP&R) Subpart A funds in support of the *Institute for Trade and Transportation Studies Transportation Pooled Fund Study* (Solicitation Number: [1472](#)).

This study will assist seven Departments of Transportations within the Southeastern Transportation Alliance in developing their competitive advantages to capture and quantify trade opportunities and economic benefits through improved transportation planning, investments, collaboration and operations. The use of 100% SP&R Subpart A funds to conduct this study will support member States in meeting the following goals:

- Provide a platform for regional collaboration by facilitating workshops and conferences to enable coordination of freight program activities and to provide continuing education and peer exchange opportunities.
- Provide support to member states such as:
 - Inform members of current and anticipated freight trends,
 - Develop effective freight planning tools and maintain existing tools, and
 - Assist to integrate freight planning into core business procedures.
- Identify and nurture close and collaborative working relationships with relevant federal and state agencies, associations, academic institutions, and private firms to keep up-to-date of developments in freight planning and trade and to enhance the outcomes of work on common interests.
- Partner with other organizations, including but not limited to, public agencies, private firms, multi-state coalitions, and industry associations to advance freight planning through research and collaboration.

I Concur:

Gloria M. Shepherd

Signature

June 8, 2018

Date

I DO NOT Concur:

Signature

Date