



Memorandum

**6300 Georgetown Pike
McLean, VA 22101-2296**

Subject: **ACTION:** Pooled Fund Study TPF-5(069): “Core Program Services for a Highway Research, Development, and Technology Program, TRB Fiscal Year 2004” Date: November 22, 2002

From: Dennis C. Judycki (*Original signed by*) Associate Administrator for Research, Development, and Technology Reply to Attn. of: HRPD-01 (W. Zaccagnino; 33183)

To: Division Administrators

As we did last year in a pooled fund project, we are soliciting the States for their interest in making their contributions to the support of the 2004 Transportation Research Board (TRB) core program; the TRB 2004 core program year begins July 2003. We have attached an explanation of the project (Attachment 1) to refresh your memory about the establishment of this process versus the still available, traditional means of States’ funding TRB’s core program through direct payments to TRB; States may choose to continue to use the traditional option.

The proposed study meets the criteria for use of Federal-aid funds used for Research and Development studies without State matching. You are authorized to proceed with your State’s participation in the study using 100 percent State Planning and Research (SP&R) funding. We are establishing the fiscal year 2004 pooled fund project, “Core Program Services For A Highway Research, Development, And Technology Program, Fiscal Year 2004” and have assigned the study number TPF-5(069).

The TRB has established a table of allocations with a 2.5 percent administrative fee for States who choose to contribute funds to the TRB core program through this pooled fund study (Attachment 2). These allocations are based on the funding commitments agreed to in the triennium budget agreement. While we anticipate this table to represent the final allocation figures, the triennium budget for 2004 through 2006 will be approved at the January 2003 meeting of the TRB Executive committee; the Committee previously reviewed the table of allocations and is not expected to make changes in January.

Last year, nine States participated in the TRB 2003 core program year pooled fund study: Alabama, Illinois, Minnesota, Mississippi, Nevada, Oregon, Texas, West Virginia, and Wyoming. Other States indicated they might be interested in participating this year. You are each asked to survey your States for their interest in this pooled fund study. Once a State has decided it will provide its TRB core program contribution through this pooled fund study, it should forward its commitment form (Attachment 3) to William Zaccagnino by December 31, 2002 (Office of Program Development and Evaluation, HRPD-01, FHWA, Turner-Fairbank Highway Research Center, 6300 Georgetown Pike, McLean, Virginia 22101; Fax 202-493-3170; e-mail William.Zaccagnino@fhwa.dot.gov).

Subsequently, States should obligate their funds to this project, entering the project number as TPF5069 in the Fiscal Management Information System (FMIS); the three letters are part of the formal project number. Please have the participating State highway agencies execute the

appropriate documents by March 31, 2003, for placing the SP&R funds under agreement and enter this information through the FMIS.

Mr. Zaccagnino, 202-493-3183, has been designated as the lead contact for this study. You may contact him if you have any questions. Please let us know if we can be of any further assistance in conducting this study.

3 Attachments

cc:

Directors of Field Services

Resource Center Managers

Research Advisory Committee Members

Michael LaPlante, TRB