



Tribal Transportation Program

TTP **Annual** Report Tool

Landing Page

You are reporting for Federal Fiscal Year 2025 (October 2024 - September 2025).

Instructions

The Federal Highway Administration (FHWA) prefers these forms be completed electronically to meet the regulatory requirement for 23 U.S.C. § 201(c)(6)(C) Tribal Data Collection.

This is an interactive form in the Adobe Acrobat (.pdf) format. To ensure full functionality, download a [free copy of Acrobat Reader](#) if you do not already have it installed on your computer. Please refer to the [TTP Annual Reporting Forms Guide](#) or contact your Bureau of Indian Affairs (BIA) Point of Contact or FHWA Tribal Coordinator if you have questions. Viewing the form in a web browser or other PDF viewers may result in an inability to use interactive features and may not allow the user to save.

Please only submit one complete report. If necessary, coordinate with other offices in your organization to submit one complete report. If multiple reports are submitted for an organization, only the latest submission will be considered. A complete report consists of:

- A Financial Report
- A non-construction activities report
- A project report for each design or construction project that had expenditures this fiscal year.

Completed reports should be submitted by e-mail to: TTP_AnnualReporting@dot.gov. This is not a monitored mailbox and the data will be extracted automatically when the forms are submitted. Please copy the Tribe's BIA Point of Contact or FHWA Tribal Coordinator when submitting the report.

1. Select **the** BIA Region
Click inside the box for the drop-down list.
2. Select **the** Tribe Name
Click inside the box for the drop-down list.
3. What **TTP delivery method does the Tribe use?**
Click inside the box for the drop-down list **then wait a few seconds for report to load.**



Tribal Transportation Program Financial Report

You are reporting for Federal Fiscal Year 2025 (October 2024 - September 2025).

FR-1: Amount of Federal Transportation Funds RECEIVED during reporting period

Enter the total amount of Federal transportation funds (TTP, ERFO, & other Highway Funds) routed to the Tribe during the reporting period through a Referenced Funding Agreement (RFA). (Do not include FTA Transit funds or BIA Road Maintenance Program funds.)

Note: When entering amounts, do not use commas.

This includes all funds transmitted from FHWA through RFAs completed during the fiscal year of reporting.

FR-2: Amount of Federal transportation funds from all sources EXPENDED during reporting period

Enter the total amount of Federal transportation funds (TTP, ERFO, Ear Marks, & other Highway Funds) expended during this reporting period, regardless of the year the funds were received through a Referenced Funding Agreement (RFA). (Do not include FTA Transit funds or BIA Road Maintenance Program funds.)

Note: When entering amounts, do not use commas.

This includes all funds spent during the fiscal year of reporting out of all those transmitted from FHWA.

FR-3: Amount of TTP Funds EXPENDED during reporting period (TTP Funds Only)

Enter the total amount of only TTP Funds (TTP includes TTP tribal shares, TTP 2% Planning, TTP Safety Fund, TTP Bridge Program, TTP High Priority Projects) expended during this reporting period, regardless of the year TTP funds were received through a Tribal Transportation funding mechanism, such as a Referenced Funding Agreement (RFA). (Do not include Federal Transit Administration (FTA) Transit funds or BIA Tribal Priority Allocation (TPA) Road Maintenance funds.) This amount will equal the amount in question 5 if the Tribe only expended TTP funds.

Note: When entering amounts, do not use commas.

This includes only the TTP funds spent during the fiscal year of reporting, out of any and all TTP funds transmitted from the administering agency (FHWA, BIA, or OSG), including those transmitted in prior years).

FR-4: Amount of Federal Transportation Funds expended on INDIRECT COSTS during this reporting period (if any)

Enter the amount of indirect costs collected from Federal transportation funds (TTP, ERFO, & other Highway Funds) expended this reporting period. Include this amount in questions 5 and 6 above.

Note: When entering amounts, do not use commas.

This includes all indirect costs collected from Federal transportation funds spent during the fiscal year of reporting.

FR-5: All Federal Transportation Funds received.

Enter the total amount of Federal transportation funds (TTP, ERFO, & other Highway Funds) routed to the Tribe since signing your first FHWA Program Agreement. Include all funds that were originally shown on a Referenced Funding Agreement (RFA) with FHWA.

Note: When entering amounts, do not use commas.

This includes all funds the Tribe received from FHWA through an RFA since signing their initial Program Agreement.

FR-6: All Federal Transportation Funds spent

Enter the total amount of Federal transportation funds (TTP, ERFO, & other Highway Funds) expended by the Tribe since signing your first FHWA Program Agreement. Include all transportation funds that were originally shown on a Referenced Funding Agreement (RFA) with FHWA.

Note: When entering amounts, do not use commas.

This includes all funds the Tribe spent from those received from FHWA since signing their initial Program Agreement.

FR-7: All Federal Transportation Funds Available

Enter the total unexpended amount of Federal transportation funds (TTP, ERFO, & other Highway Funds) routed to the Tribe by all Referenced Funding Agreements (RFAs) since signing your first FHWA Program Agreement.

Note: When entering amounts, do not use commas.

This includes all remaining funds held by the Tribe of those received from FHWA since signing their initial Program Agreement. The amount should be the result of question 8 minus question 9.

FR-8: Single Audit Qualification

During the 2025 Federal Fiscal Year, did the Tribe meet the minimum requirements for a Single Audit to be performed.

Note: A non-federal entity that expends \$1,000,000 or more from all federal programs during the non-federal entity's fiscal year must have a single or program-specific audit conducted for that year. (2 CFR 200.501(a))



Tribal Transportation Program Non-Construction Report

You are reporting for Federal Fiscal Year 2025 (October 2024 - September 2025).

NC-1: Jobs Retained

Enter the estimated number of permanent positions funded by TTP during this Fiscal Year. A permanent position may be full-time or part-time. Only integer values may be entered in this field.

NC-2: Jobs Created

Enter the estimated number of short-term positions used to carry out the listed projects and activities identified on both this report and the design-construction projects report. Short-term positions have a limited duration, such as seasonal or tied to a specific construction project. Only integer value may be entered in this field. A job retained cannot also be counted as a job created.

Count jobs created by each project or activity even if the same contractor or force account crew work on multiple projects.

Administrative Expenses

Administrative expenses may include Rent, Utilities, Salaries, Computer Equipment, etc. Do not include administrative expenses already paid for through indirect cost accounting (if applicable).

NC-3: Funds Programmed for Administrative Activities

Enter amount shown on TIP.

Enter amount shown on TIP. A Tribe's indirect cost pool may include items like rent and utilities. If so, these items are covered under the indirect rate and would not be broken out separately. As indirect cost rate payments are made at the point of expenditure, they should be tracked and included with the activities and projects where the point of expenditure occurred.

NC-4: Funds Expended for Administrative Activities

Include only TTP Funds.

NC-5: Describe Progress of Administrative Activities

Planning Activities

Planning activities may include: TTP Inventory, Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Studies, etc.

NC-6: Funds Programmed for Planning Activities

Enter amount shown on TIP.

NC-7: TTP Funds Expended for Planning Activities

Include only TTP Funds.

NC-8: Describe Progress of Planning Activities

Planning activities may include: TTP Inventory, LRTP, TIP, Studies, etc.

Safety Activities

Non-construction safety activities may include coordination with transportation safety partners, developing transportation safety plans, conducting a Road Safety Assessment, or transportation safety related enforcement, emergency medical services, or education activities funded by TTP. Do not limit your reporting to only projects funded by the TTP Safety Fund.

Note: Safety construction projects are to be reported in a project report below.

NC-9: Funds Programmed for Safety Activities

Enter amount shown on TIP.

Do not include funds used for safety related construction projects. Safety related construction projects should be included as a separate project on a TTIP and the costs reported under a project report, not within the non-construction activities report.

NC-10: TTP Funds Expended for Safety Activities

Include only TTP Funds spent on non-construction safety activities.

NC-11: Describe Progress of Safety Activities

Maintenance Activities

NC-12: Funds Programmed for Maintenance Activities

Enter Amount shown on TIP.

The list of eligible maintenance activities can be found in 25 CFR 170 Appendix to Subpart G. As noted, this list is not all-inclusive. Contact your agency POC for any questions on whether an activity not listed in the Appendix to Subpart G would be considered maintenance.

NC-13: TTP Funds Expended for Maintenance Activities

Include only TTP Funds. Do not include BIA Road Maintenance Program funds.

NC-14: Describe Progress of Maintenance Activities

Please list the Maintenance Activities (Mowing, Patching, Snow Removal, New Equipment, Employees, etc.) and give a brief status of each activity.

Transit Activities

NC-15: Funds Programmed for Transit Activities

Enter amount shown on TIP.

Do not include costs associated with a transit construction project. Transit construction projects should be included as a separate project on a TTIP and costs included under its associated project report, not within the non-construction activities report.

NC-16: TTP Funds Expended for Transit Activities

Include only TTP Funds spent on non-construction transit activities. Do not include any Federal Transit Administration funds.

NC-17: Describe Progress of Transit Activities

Did the Tribe expend TTP funds on a project during the Fiscal Year?



Tribal Transportation Program Project Report

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Projects

PR-1: Federal Agency Project Number

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Tribes working with the FHWA or Department of Transportation enter "none".

PR-2: Tribe's Project Number (enter "none" if not used)

Tribe's internal tracking number, if one is used. Not required.

PR-3: Project Name

Enter the name of this project as shown on the TIP.

PR-4: Project Location:

NTTFI Route Number, Milepost, place name, or other reference

PR-5: Funding Source(s)

Check any that apply or enter funding source not listed under "Other".
Enter source name of non-TTP funds designated for project.

TTP Formula Funds

TTP Bridge Program

Other:

TTP Safety Funds

TTP High Priority Projects Program

PR-6: Project Description

Describe the improvement that this project aims to make.

For example: This project will add sidewalks, improve drainage, and pave ABC Street.

PR-7: Project Status Narrative

Please describe the progress to date on this project.

Include any major highlights or changes related to the project.

PR-8: Project Status: Active Phases

Please check all phases that were active and/or were completed during the reporting period.

Preliminary Design (Pre-project Planning)

Environmental Compliance (NEPA & Permits)

Right-of-Way Acquisition

PS&E Development (PS&E = plans, specifications, and estimate)

Construction

Project Complete

Other:

Project Funding:

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PR-11: Anticipated Total Project Cost (include all funding sources and all years)

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PR-12: Estimated Percentage of Work Complete

Each answer must be between or equal to 0% and 100%.

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