



U.S. Department of Transportation  
Federal Highway Administration

# Errata

Date: February 14, 2024

Issuing Office: Federal Highway Administration—Office of Research, Development, and Technology: Insert Office R&D

Address: Turner-Fairbank Highway Research Center, 6300 Georgetown Pike, McLean, VA 22101

Name of Document: Your Role as a Funding Contact

FHWA Publication No.: FHWA-HRT-24-042

The following changes were made to the document after publication on the Federal Highway Administration website:

Location	Incorrect Values	Corrected Values
<b>Page 1, Recommended Citation</b>	Recommended Citation: Federal Highway Administration, <i>Your Role as a Funding Contact</i> (Washington, DC: 2023) <a href="https://doi.org/10.21949/152147">https://doi.org/10.21949/152147</a>	Recommended Citation: Federal Highway Administration, <i>Your Role as a Funding Contact</i> (Washington, DC: 2023) <a href="https://doi.org/10.21949/1521477">https://doi.org/10.21949/1521477</a>



# YOUR ROLE as a Funding Contact

As the main financial lead of an organization involved in a Transportation Pooled Fund (TPF) study,

the funding contact is responsible for providing their organization's funding commitments on the TPF Program website.<sup>(1)</sup>

When an organization commits Federal funds to a TPF study, the funding contact acknowledges the project is eligible for the requested funding and that the funding is at the correct Federal share.

## FUNDING CONTACT RESPONSIBILITIES:

- Commits funds on behalf of the funding organization.
- Monitors and maintains records of remaining funds and sent fund transfers.
- Serves as the organization's point of contact for all funding commitments.

## RESOURCES

The TPF Program's [interactive website](#) is a great resource.<sup>(1)</sup> Additionally, the website's [Frequently Used Resources](#) page houses all the relevant manuals and reference sheets.<sup>(2)</sup> Further questions can be answered by the TPF program manager.

## ABOUT THE TPF PROGRAM

The Federal Highway Administration's TPF Program enables public and private entities to pool their funds, expertise, and resources to conduct high-priority research that solves a wide variety of shared transportation problems.

## LEARN MORE

For more information on the role of the funding contact, see the [TPF Procedures Manual](#) and the [TPF Web User Manual](#).<sup>(3,4)</sup>

\*Revised 2/14/2024

## REFERENCES

1. National Cooperative Highway Research Program. 2023. "Transportation Pooled Fund Program Website" (website). <https://www.pooledfund.org/>, last accessed September 26, 2023.
2. National Cooperative Highway Research Program. 2023. "Transportation Pooled Fund—Frequently Used Resources" (web page). <https://www.pooledfund.org/Home/FrequentlyUsedResources>, last accessed September 26, 2023.
3. National Cooperative Highway Research Program. 2023. *TPF Procedures Manual*. Washington, DC: National Academies of Sciences, Engineering, and Medicine.
4. National Cooperative Highway Research Program. 2022. *TPF Web User Manual*. Washington, DC: National Academies of Sciences, Engineering, and Medicine.

Recommended Citation: Federal Highway Administration, *Your Role as a Funding Contact* (Washington, DC: 2023) [https://doi.org/10.21949/1521477\\*](https://doi.org/10.21949/1521477*)

Publication No.: FHWA-HRT-24-042  
HRTM-10/12-23(WEB)E