



YOUR ROLE

as a Partner Agency



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The TPF Program is unique in allowing a wide variety of partners to collaborate on research projects and embracing public/private partnerships and international organization participation.

The following types of organizations are encouraged to join as partner agencies: Federal Highway Administration (FHWA); State departments of transportation;

other Federal, regional, and local agencies; academic institutions; associations; private firms; and foreign entities. A TPF study requires at least two partner agencies, but the maximum number of partner agencies is unlimited.

Partner agencies who join a TPF study provide funding, support, and technical expertise and receive regular status updates and final deliverables.



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PARTNER AGENCY RESPONSIBILITIES:

- Contact the designated lead agency on the TPF study to join.
- Post fund contribution and agency contact information to the TPF study web page and update as needed.
- Commit and transfer funding contributions to a designated lead agency after receiving an acceptance letter from the lead agency.
- Designate a funding contact to oversee the partner agency's funding commitments to the project.
- Appoint a technical advisory committee member.
- Receive communications about the project's approval and quarterly status reports on research progress and final project deliverables.

RESOURCES

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

ABOUT THE TPF PROGRAM

FHWA'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 partner agency, see the [TPF Procedures Manual](#) and the [TPF Web User Manual](#).^(3,4)

REFERENCES

1. National Cooperative Highway Research Program. 2023. "Transportation Pooled Fund Program Website" (website). <https://www.pooledfund.org/>, last accessed September 26, 2023.
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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.

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