



U.S. DEPARTMENT OF
TRANSPORTATION

Order

Subject: **REVISED DELEGATIONS OF AUTHORITY TO
ORDER M1100.1A**

**Federal Highway
Administration**

Classification
Code N1100.1C

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Office of Primary Interest
HAD-1

Par.

1. What is the purpose of this notice?
2. What is the background information?
3. What changes are being made?
4. What action is required?

Content

1. **What is the purpose of this notice?** The purpose of this notice is to revise the Federal Highway Administration's (FHWA) Delegations of Authority for the execution of assistance agreements (competitive grants and cooperative agreements) by transferring this authority to the Office of Administration (HAD). This authority was previously held by the Office of the Chief Financial Officer (HCF).
2. **What is the background information?** The U.S. Department of Transportation [Order 1100.63F](#) established the Office of Discretionary Grants and Workforce Programs within HAD, which has since been renamed the Office of Competitive Grants and Workforce Programs (HACG). FHWA recently approved the realignment of the Office of Acquisition and Grants Management's (HCFA) Assistance Agreements Division from HCF to HACG. Accordingly, authority to execute assistance agreements have shifted to the Associate Administrator for Administration (AAA) and is further delegated to the Director of HACG.
3. **What changes are being made?** References to authorities in the FHWA Delegations and Organization Manual, FHWA Order M1100.1A, Part 1, Delegations of Authority, are being updated to reflect the transfer of assistance agreement authority:
 - a. Assistance Agreement Award Authority: The authority to award assistance agreements, previously delegated by the Administrator to HCF, is now delegated to HAD, specifically the AAA and further redelegated to the Director for HACG. This change specifically applies to the authority described in Chapter 4, Section 3, Paragraph 60(e)(1).
 - b. Alignment of References:
 - i. References in Chapter 4, Section 3, Paragraph 60(e)(1) of FHWA Order M1100.1A regarding the authority to enter into assistance agreements are changed from the HCF Director of Acquisition and Grants Management to the Director for HACG.

- ii. The limitation in Chapter 4, Section 3, Paragraph 60(e)(1) of FHWA Order M1100.1A that non-Federal-aid FHWA assistance agreements issued by Headquarters offices shall be signed by a contracting officer, are removed and updated to clarify the authority to enter into assistance agreements may be redelegated by the Director for HACG.

4. **What action is required?** The update to FHWA Delegations Manual will reflect these changes.



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Administrator