




Memorandum

6300 Georgetown Pike
McLean, VA 22101-2296

Subject: **INFORMATION:** Lead Agency for Pooled Fund Study TPF-5(292), "Assessing Roadway Traffic Count Duration and Frequency Impacts on AADT Estimations" Date:

From: David R. Winter, P.E.  Director, Office of Highway Policy Information Reply to HPPI-30 Attn. of:

To: Sharon Smith-Clark Acting, TPF Program Manager (HRTM-10)

The Federal Highway Administration (FHWA) is the lead Agency for the Transportation Pooled Fund Study TPF-5(292), "Assessing Roadway Traffic Count Duration and Frequency Impacts on AADT Estimations". The FHWA accepts the role of lead Agency and agrees to receive, obligate, expend, and manage contributions from participating agencies.

Participating States that will be making Federal fund contributions are asked to submit their funding transfer request (Form FHWA-1576), along with a copy of this memo, to their respective FHWA Division Office for concurrence. The Form FHWA 1576 is available on the homepage of the TPF website (www.pooledfund.org). Additionally, participating States should ask that funds be directed to the FHWA office code: HRDI-50. The Financial Manager of this pooled fund study is: Chris Shehade and the BPAC # is 040.

Non-Federal contributions to TPF-5(292) can be made via Pay.gov, which is a system provided by the U.S. Department of Treasury, to make secure electronic contributions to this FHWA-led study. To contribute non-Federal funds to this study, the contributing organization or State Department of Transportation may do so by following the following steps:

1. Go the homepage, **www.Pay.gov**
2. See the section "Find Public Forms" on the left side of the screen.



3. In the box entitled “Search Public Forms” type the words "**FHWA Pooled Funds**" and press enter.
4. Click on the listing “Federal Highway Pooled Funds.”
5. Fill out the form to complete the electronic transfer.

For detailed information regarding the use of Pay.gov within the TPF Program, please review Chapter 14 of the TPF Program Procedures Manual (Final Draft: April 2010), which is currently available for download on the homepage of the TPF website: www.pooledfund.org.