

OCT 22 2007



October 16, 2007

Jon Wertjes
City of Minneapolis, Traffic and Parking Services
350 South 5th St
Minneapolis, MN 55415

Re: Project New Freedom, Accessible Pedestrian Signals
Metropolitan Council Application for Federal Transit Administration Funding

Dear Jon Wertjes:

The Metropolitan Council, as the designated recipient of Federal Transit Administration (FTA) funds, will make an application for FTA to support the above referenced project. By accepting these federal funds, your organization will be recognized as a subrecipient and, as such, is subject to all FTA federal requirements.

I have been assigned as the Metropolitan Council's project manager for project oversight and will coordinate the process with you. The subrecipient agreement will be processed concurrently with the federal application to help shorten the process; however, no agreement can be executed until the federal award is received.

As part of the application process, you will be required to complete the application form that provides the project detail, budget and milestones. You will also be required to submit your current A-133 audit information and sign the FTA Certifications and Assurances. No application for federal funds will be made until this information is received and accepted.

Please send all questions regarding compliance or needs for approval directly to me so I can track the required approvals or changes to your project. I will forward requests to the appropriate Council staff to obtain approvals or interpretations. A list of subrecipient requirements and submissions is attached. Please note the procurement requirements under FTA rules, which also apply to service contracts. If you are unable to fulfill the FTA requirements of these rules, please contact me immediately.

Copies of a sample budget and invoice are also attached. Electronic copies are available for your convenience. Please contact the project manager to obtain the electronic copies. There may be additional forms to fill out regarding federal quarterly reporting and these forms will be provided in the future.

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Please note that Certifications and Assurances must be completed annually for the duration of your active grant. All organizations are required to certify compliance with numbers one and three. If other certifications apply to this project and your organization, you should also certify those.

Once the application is processed and awarded, the Metropolitan Council will be able to enter into a subrecipient agreement with your organization. Until the subrecipient agreement is signed, you do not have funding.

I look forward to working with you throughout the grant process.

Regards,



Cole Hiniker,
Financial Planning Technician
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