MANAGING YOUR TRIBAL TRANSPORTATION & MAINTENANCE PROGRAM

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Managing Your TTP

Topics to Cover

- Leadership
- Problem Identification
- Resource Allocation
- Creative Problem Solving
- Collaboration & Partnership
- Communications
- Open Discussion
Leadership

**IDENTIFY AND ARTICULATE THE PROBLEM**

Openly and honestly review any of your program deficiencies.

**ENVISION A SOLUTION**

- Document your findings
- List possible solutions
- Communicate and brainstorm with peers and professionals to aid in identifying possible solutions.
- Achieve a consensus on what should be done that best suites your program goals.

**FOLLOW THROUGH WITH THE SOLUTION**

- Design and execute your solution.
- Advocate and communicate!
- Plan your work and work your plan!
Problem Identification

INVESTIGATE THE CAUSE OF THE DEFICIENCY
First you must identify the deficiencies in your program services.
Secondly you must investigate the cause(s) and list all possible solutions.

RESEARCH POSSIBLE OPTIONS
Select the preferred solution that best addresses the deficiency.

CREATE AN ACTION PLAN
Educate and communicate your action plan to leadership.
Execute and monitor your action plan.
Resource Allocation

An effective mix of staffing, funding and resources

- Determine the need
- Assess available resources
- Efficiently allocate available resources
- Allocate available resources
- Communicate to Leadership
- Monitor Resources
CREATIVE PROBLEM SOLVING

BE CREATIVE AND ORIGINAL
Avoid cookie-cutting, duplicating or copying existing programs

INVESTIGATE AVAILABLE OPTIONS
Consider all options for improvements

DESIGN A SOLUTION
- Responsive to communities values, needs & Expectations
- Communicate to Leadership
- Test solutions
- Apply lessons learned
COMMUNICATIONS

Who is your target audience? Does your message reached those served? Request feedback on your communications methods. Adapt and modify your communications methods.
Managing Your Tribal Maintenance Program

Topics to Cover

• What is Maintenance
• How to Structure a Maintenance Program
• Types of Tribal Maintenance Funding
• Maintenance Activities to Disaster Repairs
• Maintenance Regulatory Requirements
• Maintenance Guidelines & Procedures
What is Maintenance?

WHAT IS THE DEFINITION OF MAINTENANCE?

Maintenance is any action required to preserve and maintain a current transportation facility within its right-of-way, so that the facility may be used safely and effectively for its designated purpose.

WHAT IS MAINTENANCE?

Maintenance is a critical component of asset management planning that is comprised of:

• Routine Maintenance
• Preventive Maintenance
• Scheduled Maintenance
• Unscheduled Maintenance
Structure

**ROUTINE MAINTENANCE**
- Planned, recurring day-to-day care of the facility

**PREVENTIVE MAINTENANCE**
- Includes regularly scheduled inspections, and minor repairs

**SCHEDULED MAINTENANCE**
- Planned, and results from preventive maintenance inspections

**UNSCHEDULED MAINTENANCE**
- Immediate action needed to correct unexpected occurrences which impact safety and efficiency of operations
TYPES OF TRIBAL MAINTENANCE FUNDING

TTP FUNDING

- Annual TTP funds
- Identified in the National Tribal Transportation Facility Inventory

BIA TRANSPORTATION FACILITY MAINTENANCE PROGRAM

- In addition to TTP funding
- Funding comes from Congress through DOI appropriations acts.
Maintenance Activities to Disaster Repairs

Serious damage by a natural disaster over a wide area, or by a catastrophic failure, can possibly be reimbursed from the Emergency Relief for Federally Owned (ERFO) program

- Perform repairs to restore essential traffic
- Protect remaining facilities
- Prevent additional damages
Regulatory Requirements

• TTP funds may be used for maintenance in accordance with 23 U.S.C. § 202(a), 25 CFR §§ 170.111-112 and 170.805, and 25 CFR Part 170 Appendix to Subpart G.
• TTP road maintenance requirements are in 25 CFR §§ 170.800 - 170.805.
• TTP funds can be used for the maintenance of TTP facilities identified in the National Tribal Transportation Facility Inventory (NTTFI) (25 CFR § 170.800(b)).
• TTP road maintenance standards according to 25 CFR § 170.803.
Regulatory Requirements

• TTP funds may be used for maintenance in accordance with 23 U.S.C. § 202(a), 25 CFR §§ 170.111-112 and 170.805, and 25 CFR Part 170 Appendix to Subpart G.
• TTP road maintenance requirements are in 25 CFR §§ 170.800 - 170.805.
• TTP funds can be used for the maintenance of TTP facilities identified in the National Tribal Transportation Facility Inventory (NTTFI) (25 CFR § 170.800(b)).
• TTP road maintenance standards according to 25 CFR § 170.803.
**TPP MAINTENANCE GUIDELINES & PROCEDURES**

**TTIP**
- Maintenance Must be included on your approved TTIP before funds can be expended on maintenance.

**MAINTENANCE ACTIVITIES ELIGIBLE FOR TTP FUNDING**
- TTP Funding can be used for the activities listed in 25 CFR Part 170 Appendix to Subpart G.
- Facilities must be identified in the NTTFI
- The list is not all-inclusive

**MAINTENANCE STANDARDS**
- TTP transportation facilities must be maintained in accordance with an applicable standard that meets or exceeds:
  - MUTCD
  - AASHTO
  - Tribal, Federal, State or Local

**MAINTENANCE EQUIPMENT**
- Maintenance equipment may be leased, purchased, or acquired by a Tribe according to the following:
  - Purchase process
  - Program Income
  - Equipment inventory
  - Excess or Surplus Government Property
Tribes may purchase maintenance equipment with TTP funds, to perform TTP funded maintenance on transportation facilities on the NTTFI (see 25 CFR Part 170 Appendix A to Subpart B (b)(49)(ii)).

Before the maintenance equipment is purchased, its cost must be identified on the Tribe’s FHWA approved TTIP in accordance with 23 U.S.C.202(b)(4)(B).

This may require the Tribe to update or amend its TTIP, and submit the updated/amended TTIP to FHWA for approval according to Chapter VI - Transportation Planning.

The maintenance equipment cost shown on the TTIP must include the cost of shipping the equipment from the vendor’s location to the equipment work location.
Program Income

Tribes may also use the maintenance equipment (purchased with TTP funds) for non-TTP related activities as long as appropriate rates are charged the user for the purpose of recovering costs to maintain, replace and operate the maintenance equipment.

Payments or reimbursements collected for the use of this maintenance equipment are considered restricted program income, and must be used only to maintain, replace and operate the maintenance equipment.

This principle would also apply to maintenance equipment purchased with TTP funds that the Tribe later sells.

The income from such sales is considered restricted program income.

This does not apply to government equipment donated to the Tribe outside of the TTP Program.
Tribes should keep an up-to-date and complete inventory of all their maintenance equipment and construction equipment, and provide a courtesy copy to the TC upon request.
Excess or Surplus Government Property

Tribes to transfer surplus and excess Federal Government property to the Tribe, for use on Tribal Transportation Program (TTP) projects and activities.
Let's Talk

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