



**OFFICE OF THE
CHIEF FINANCIAL OFFICER**
Office of Development and Grants

Coleman A. Young Municipal Center
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Detroit, Michigan 48226

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April 11, 2025

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226


RE: Request to Authorize the Director of the Detroit Department of Transportation to execute and file federal grant applications and provide annual Certifications and Assurances as required by the Federal Transit Administration

The Detroit Department of Transportation (DDOT) is requesting authorization for the filing of applications with the Federal Transit Administration, an operating administration of the U.S. Department of Transportation, for federal transportation assistance authorized by 49 U.S.C. Chapter 53; title 23, United States Code, or other federal statutes administered by the Federal Transit Administration. This resolution is required by federal regulations to authorize DDOT to accept grants and operate as a transit agency.

The objective of the resolution is to authorize the Director of the Detroit Department of Transportation to execute and file applications for federal assistance on behalf of the Detroit Department of Transportation. In addition, we are requesting authorization for the Director be authorized to execute annual Certifications and Assurances and other documents the Federal Transportation Administration requires before awarding a federal assistance grant or cooperative agreement.

I respectfully ask your approval in accordance with the attached resolution.

Sincerely,

DocuSigned by:

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Terri Daniels
Director of Grants, Office of Development and Grants

CC:
Sajjiah Parker, Assistant Director, Grants



Office of Development and Grants

RESOLUTION

Council Member _____

WHEREAS, the Detroit Department of Transportation (DDOT) is a designated recipient of Federal Transit Administration Funds as defined by 49 U.S.C.5307(a)(2); and

WHEREAS, the Federal Transit Administrator has been delegated authority to award federal financial assistance for a transportation project; and

WHEREAS, the grant or cooperative agreement for federal financial assistance will impose certain obligations upon the applicant, and may require the applicant to provide the local share of the project cost; and

WHEREAS, the applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project; now

THEREFORE, BE IT RESOLVED BY THE DETROIT CITY COUNCIL, that Director of the Detroit Department of Transportation is authorized to execute and file an application for federal assistance on behalf of the Detroit Department of Transportation with the Federal Transit Administration for federal assistance authorized by 49 U.S.C. Chapter 53, title 23, United States Code, or other federal statutes authorizing a project administered by the Federal Transit Administration; and

BE IT FURTHER RESOLVED, that DDOT is the designated recipient of Federal Transit Administration funds as defined by 49 U.S.C.5307(a)(2); and

BE IT FURTHER RESOLVED, that Director of the Detroit Department of Transportation is authorized to execute and file with its applications the annual certifications and assurances and other documents the Federal Transportation Administration requires before awarding a federal assistance grant or cooperative agreement; and

BE IT FINALLY RESOLVED, that Director of the Detroit Department of Transportation is authorized to execute grant and cooperative agreements with the Federal Transit Administration on behalf of the Detroit Department of Transportation.



U.S. Department
of Transportation

**Federal Transit
Administration**

Headquarters

1200 New Jersey Avenue, SE
Washington, DC 20590

December 6, 2024

Dear Colleague:

FTA is pleased to announce the release of a recent enhancement in TrAMS, FTA's grants management system of record, specific to the organization and labeling of recipient documents. As you are aware, one of the prerequisites to be a recipient of FTA funding is demonstrating legal capacity to carry out the project(s) included in federal assistance awards. This is generally based on the review of the recipient organization's documentation and certification that it has the legal capacity to carry out FTA-funded programs and projects. Specifically, the recipient must be eligible and authorized under state or local law to request, receive, and spend FTA funds to administer FTA-assisted projects.

- **Opinion of Counsel:** Each recipient must be legally empowered to carry out the activities specified in the award.
- **Authorizing Resolution:** Each recipient organization must have a resolution or equivalent, from the recipient's Board of Directors or equivalent Authorizing Official, to be responsible for applying for assistance and legally committing the applicant or recipient to compliance with terms of an award.

This enhancement provides updated document labels within the Recipient Document profile module for these two required documents, as well as includes an enhanced search functionality for all users to find important documents that may be uploaded in their profile. In an effort to assist with the rollout of this enhancement, TrAMS has attempted to proactively label any documents that were named using these terms for the recipient. However, all recipients are asked to review and confirm that the correct document was properly labeled by the system. Additionally, if the system was unable to locate a document labeled using these terms, recipients must locate and properly identify both documents within their Recipient profile.

Beginning **March 5, 2025**, TrAMS will prevent any recipients that have not properly identified the Opinion of Counsel and Authorizing Resolution in their Recipient Document profile from transmitting or submitting new applications unless they have correctly labeled and/or uploaded their required legal documents.

To prevent any grant making delays please confirm and/or upload in TrAMS current copies of your Authorizing Resolution and Opinion of Counsel for your organization. This can be completed by selecting your organizations record using your Recipient ID under Recipient Organizations. Once your organization has been selected, next click on Related Actions and select the Recipient Documents field. Finally confirm or upload each document using the Opinion of Counsel and Authorizing Resolution Document Types. Information on this enhancement and a short tutorial video are available on [FTA's TrAMS webpage](#).

Sincerely,

Bruce Robinson

Bruce Robinson
Associate Administrator
Office of Program Management
Federal Transit Administration