

Southwestern Tribal Technical Assistance Program (SWTTAP)

Introductory Meeting Agenda

Meeting Date: Monday, November 7, 2022

Meeting Time: 10:00 AM

1. Brief TTAP history & overview
2. SWTTAP staff introductions
3. Tribal representative introductions
4. SWTTAP Steering Committee
 - *Members*
 - o TTAP Center Directors
 - o TTAP Center Staff/Subject Matter Experts
 - o Regional Tribal Representatives (at least 50 percent of the Center Steering Committee representatives must come from American Indian Tribal governments in the associated TTAP region)
 - o FHWA Office of Tribal Transportation (TTP) Field Representative(s)
 - o BIA Transportation Program Field Representative(s)
 - *Duties*
 - o Provide input on the deployment of the Biannual Needs Assessment and development of the Annual Work Plan, and feedback for Annual Reporting data and data collection
 - *Meeting Frequency*
 - o SWTTAP Steering Committee Meetings will be held quarterly
5. SWTTAP Kickoff Timeline

DATE	TASK/DELIVERABLE
Monday, November 7, 2022	SWTTAP/Region 3 Informal Introductory Meeting
Tuesday, November 8, 2022	Bi-Annual Needs Assessment distributed to all Tribes in the SWTTAP Region
Friday, November 11, 2022	Bi-Annual Needs Assessment completion deadline
Wednesday, November 16, 2022	Draft SWTTAP Year 1 Workplan sent to tribes for their review
Wednesday, November 16, 2022 – Tuesday, November 22, 2022	Comment Period for the draft SWTTAP Year 1 Workplan
Wednesday, November 23, 2022 – Thursday, November 24, 2022	SWTTAP will finalize Workplan
Thursday, November 24, 2022	Submit Workplan to FHWA (submitted two weeks prior to kickoff meeting, per Cooperative Agreement)
Thursday, December 8, 2022	Kickoff Meeting (in person)

6. Training Emphasis Areas (TEA)

As defined in section 504(b)(2)(D)(ii) of title 23 legislation, and reflected in Agency priorities to promote equity and build Tribal capacity, TEA shall include but are not limited to:

- I. Management of transportation programs including training on Tribal Transportation Program (TTP) Eligible Activities:
 - Program Administration
 - Transportation Planning
 - Construction Management
 - Design
 - Construction

- Road Maintenance
- Safety
- Bridge
- Development of Tribal-State Maintenance Agreements
- II. Delivery of Federal Aid transportation projects
 - Grant Administration / Project Management
 - Reporting
 - Procurement
 - Financial systems
- III. Infrastructure management
 - Low Volume Roads / Gravel Road Maintenance / Drainage
 - Work Zone Safety
 - Pavements
 - Congestion

7. Questions/Open Comment Period