

Inactive Projects and Project End Dates

Karen Hicks

INDOT Project Finance Director

Adam Makuley

FHWA Finance Manager – IN Division

Inactive Projects

- The Federal Highway Administration defines an inactive project as a project that has not received reimbursement in the federal system in the last 12 months.
 - Future inactives are projects that have not received reimbursement in the federal system for the last 9 months.
 - How do you prevent your project from going inactive?
 - Make sure you do not request federal funds to be authorized unless the work will begin within 6 – 8 weeks of your request.
 - Request reimbursement for any eligible cost you have incurred even if that amount is small. A \$10 reimbursement request will prevent your project from going inactive.

Inactives continued

- Any funds expected for reimbursement are in jeopardy if the project falls into inactive status.
 - A PO, even though not fully expended does not indicate your project is active.
 - Construction work continuing on your project does not indicate your project is active.
 - Your project must be billing regularly in order to be active.

Inactives Continued

- 23 CFR 630.106
 - The State shall review on a quarterly basis, inactive projects with unexpended Federal obligations.
- Quarterly Justifications
 - Recipients must demonstrate that the obligation for the projects remains proper and that the inactivity is beyond the State DOT/LPA's control. Causes beyond their control may include delays such as litigation, unforeseen utility relocations, catastrophic events that materially delay the project or unforeseen environmental concerns.
 - Justifications must clearly outline, Why is the project inactive?, What action is being taken on the project to become active or close?, When is this action being taken?

Inactive Billing Information

- Quarterly updates on inactive and future inactive projects are sent to the District Program Director and Project Manager who are to work with the MPO Directors.
 - District personnel should be reaching out to you and the MPO if MPO funds are included.
 - You should pay close attention to the need of processing a payment within the first month of the quarter, if you are notified you have an inactive projects.
 - Payments after the first month do not always keep Federal Highway from declaring a removal of funds.

Project End Dates

- Established under 2 CFR 200 and was to be applied to FHWA projects starting December 26, 2014.
- Requires that both Direct Federal and Sub Awards must contain, Period of Performance Start and End Dates. (200.210 & 200.331)
 - To be valid, the project agreement end date should be based on the project's estimated time to complete the authorized scope of work for the project, and should reflect any time needed when other direct project costs might be incurred after the completion of the physical project and to satisfy other Federal requirements.

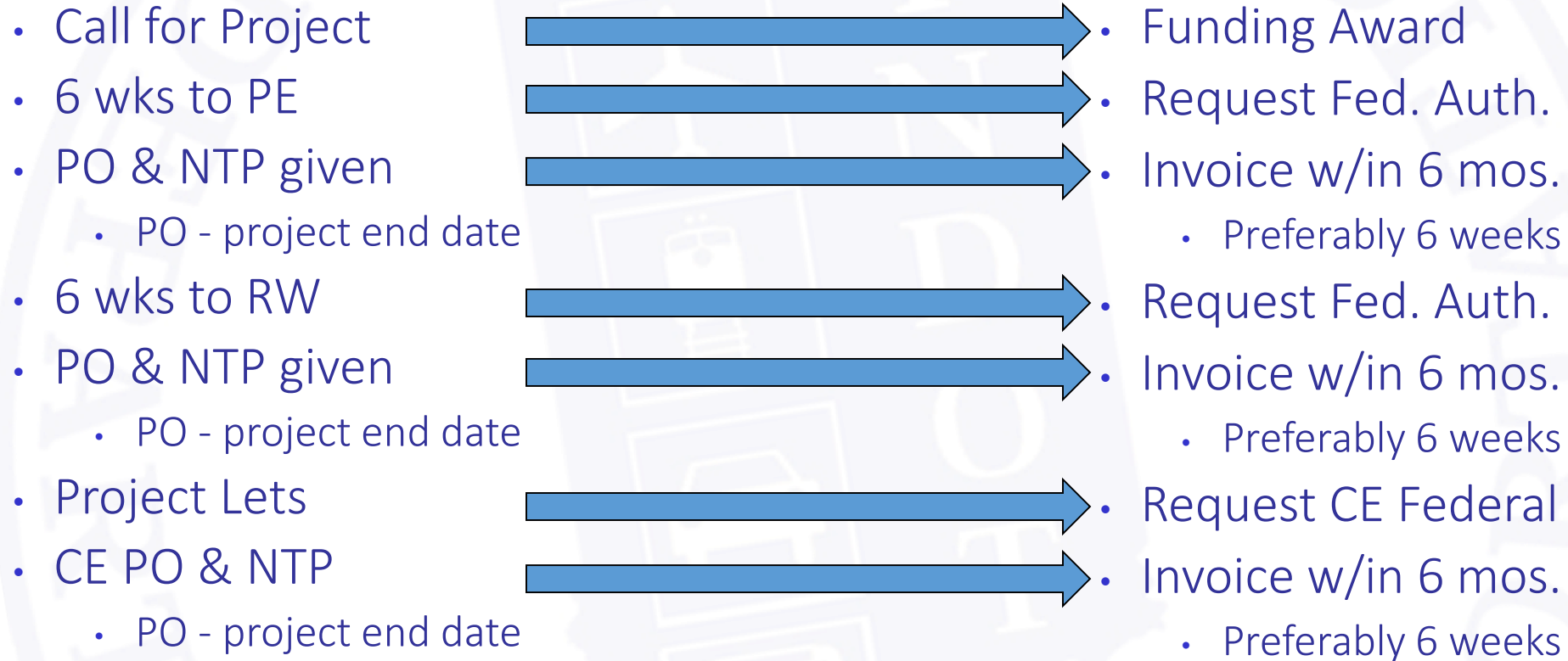
Project End Date Information

- Every project must have a project end date. A project date in the State of Indiana is a phase end date.
 - The addition of a phase to a project extends the project end date providing the original project end date has not lapsed.
 - A project end date can be adjusted for special circumstances such as natural disasters, moving from environmental phase to design, etc.
- **THE PROJECT END DATE CAN END THE LIFE OF FEDERAL PARTICIPATION FOR THE PROJECT.**

Project End Date Information

- Project End Date reports will be sent to the District Program Director and Project Manager who will be responsible for working with the MPO Directors.
 - District personnel should be reaching out to you and the MPO if MPO funds are included.
 - You should pay close attention to any project end date where you are not ready to move forward with the next phase prior to the end date.
 - If you are not ready to move forward, a justification must be supplied to move the end date out. A justification must be solid and cannot be due to lack of attention to the project.
 - If you are ready to move forward, a request for the next phase must be supplied within 6 weeks of the project end date. This will extend the project for all phases funded.

Project End Date Information – Funding Process



INDOT District Program Directors

INDOT - Crawfordsville District - Susan Kemp

Phone: (765) 361-5228

Fax: (765) 364-9226

Email: skemp@indot.in.gov

INDOT - Fort Wayne District - David Armstrong

Phone: (260) 969-8277

Fax: (260) 471-1039

Email: darmstrong@indot.in.gov

INDOT - Greenfield District - Kim Bowdell

Phone: (317) 467-3413

Fax: (317) 467-3957

Email: kbowdell@indot.in.gov

INDOT - Greenfield District - Cassandra Hudson

Phone: (317) 467-3440

Fax: (317) 467-3957

Email: chudson1@indot.in.gov

INDOT - LaPorte District - Marcia Blansett

Phone: (219) 325-7564

Fax: (219) 325-7498

Email: mblansett@indot.in.gov

INDOT - Seymour District - Karlei Metcalf

Phone: (812) 524-3969

Fax: (812) 522-7658

Email: kmetcalf1@indot.in.gov

INDOT - Vincennes District - Brandi Mischler

Phone: (812) 895-7389

Fax: (812) 895-7479

Email: bmischler@indot.in.gov