



U.S. Department  
of Transportation  
**Federal Transit  
Administration**

REGION X  
Alaska, Idaho, Oregon,  
Washington

915 Second Avenue  
Federal Bldg. Suite 3142  
Seattle, WA 98174-1002  
206-220-7954  
206-220-7959 (fax)

## **REGION 10 BULLETIN NO: 09-21**

Subject: FY 2009 Research Recipient Workshop

Program Area: Training

Date: March 10, 2009

The Federal Transit Administration (FTA) requests your participation in a one-day workshop for FTA's National Research Program recipients (both your principal investigator and grant administrator) on April 21, 2009.

The workshop is part of an effort to improve communications with grantees especially in the areas of FTA's National Research Program goals, research strategic planning, and reporting requirements. A draft agenda for the workshop is attached. If you have topics of interest that you would like addressed during the workshop, please let us know. We will provide your suggestions to our Office of Research staff.

The workshop will be held from 8:00 am - 3:30 pm at the Holiday Inn-Rosslyn Key Bridge (1900 North Fort Myer Drive, Arlington, VA 22209, near the Rosslyn Metro stop). A block of rooms is being held by the hotel at a rate of \$201 + tax for arrival on April 20, 2009 and departure on April 21, 2009. Please contact the hotel directly at 703-807-2000 or toll-free at 1-800-368-3408 by March 20, 2009, to make reservations, providing the code "BAT" to receive this rate.

Participants are responsible for the lodging and associated travel expenses; however, continental breakfast and lunch will be provided during the workshop. In most cases, the costs for participating are an eligible project expense. This should be discussed with your FTA project manager.

We encourage each grantee attending this workshop to also consider scheduling time with their respective FTA project manager to review their project(s). Please confirm your participation to Tami Hannahs Pascoe of Battelle at 614-424-3571 or [hannahst@battelle.org](mailto:hannahst@battelle.org).

For further information, contact Region 10's Ken Feldman at (206) 220-7521 or email [kenneth.feldman@dot.gov](mailto:kenneth.feldman@dot.gov).

Sincerely,

*Linda M. Gehlke*

R.F. Krochalis  
Regional Administrator

Encl: Draft Agenda

*for*