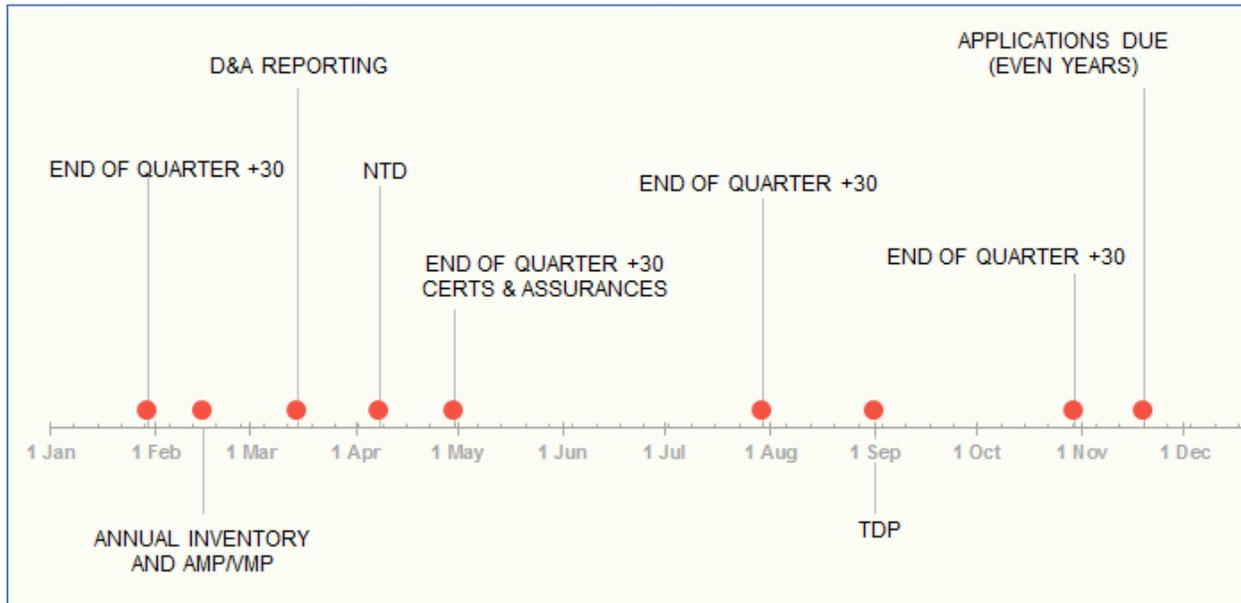


## Schedule of Deliverables

(for specific dates, contact your WSDOT community liaison)



**Quarterly performance reports are due 30 days after the end of the quarter.**

- Through the end of the contract term for operating projects
- Through the receipt of the equipment for capital projects

Email QPRs to the appropriate email address and cc your WSDOT community liaison:

- Consolidated Grant Program, STP Transfers, 5309, and VLTCI projects
  - [ConsolidatedGrants@WSDOT.WA.GOV](mailto:ConsolidatedGrants@WSDOT.WA.GOV)
- Regional Mobility\* and Tier projects
  - [RMG@WSDOT.WA.GOV](mailto:RMG@WSDOT.WA.GOV)
- Vanpool Investment Program
  - [miseks@WSDOT.WA.GOV](mailto:miseks@WSDOT.WA.GOV)
- CTR Program, TDM, and CMAQ projects
  - [CTRReports@WSDOT.WA.GOV](mailto:CTRReports@WSDOT.WA.GOV)

**Reimbursement requests, regardless of the program, are due *at least* quarterly for operating projects, 30 days after the end of the quarter.** Capital invoices are due after your equipment is delivered and accepted. All invoices should be submitted via email to our Business Services Office at [PTDinvoices@WSDOT.WA.GOV](mailto:PTDinvoices@WSDOT.WA.GOV) and cc your WSDOT community liaison.

Asset management plans (AMP) for transit agencies, vehicle maintenance plans (VMP) for all other agency types, and asset inventories via email to [tranh@WSDOT.WA.GOV](mailto:tranh@WSDOT.WA.GOV) and cc your WSDOT community liaison

D&A reports – Submit online (instructions issued annually) and cc [tranh@WSDOT.WA.GOV](mailto:tranh@WSDOT.WA.GOV)

TDP via email to your WSDOT community liaison

Guidance for the following two deliverables is issued annually and due date and/or recipient may vary:

NTD submissions (5311 grantees only) via email to [masonp@WSDOT.WA.GOV](mailto:masonp@WSDOT.WA.GOV)

Certs and Assurances via email to [savaryb@WSDOT.WA.GOV](mailto:savaryb@WSDOT.WA.GOV)

\*a separate deliverables sheet for Regional Mobility Grants program will be issued separately.