

Russell R. McMurry, P.E., Commissioner



GEORGIA DEPARTMENT OF TRANSPORTATION

One Georgia Center, 600 West Peachtree Street, NW
Atlanta, Georgia 30308
Telephone: (404) 631-1000

To: Georgia Department of Transportation Transit Subrecipients

Fr: Michele Nystrom, Transit Compliance and Asset Manager

Date: March 2, 2018

RE: **Lobbying Activities Disclosure Form – LLL**

The Federal Transit Administration and the Federal Office of Management and Budget (OMB) require quarterly reporting of any **lobbying** activities funded with **non-Federal funds** for all subrecipients receiving \$100,000 in Federal funds or making of any Federal loan exceeding \$ 150,000 each calendar year. When this occurs, OMB Standard Form LLL disclosure must be completed and sent to GDOT for filing with FTA. This requirement applies to subrecipients, subcontractors, and third party operators. **Use of Federal funds for lobbying is prohibited.**

Qualifying activities required to be disclosed include the hiring of any third party lobbyist for the purposes of attempting to influence a covered Federal action. Please note that disclosure is not required for activities performed by the grantee's own regularly employed officers and employees. Covered Federal action is defined as:

- Awarding of any Federal contract or subcontract exceeding \$ 100,000.
- Making of any Federal grant or subrecipient grant exceeding \$ 100,000
- Making of any Federal loan exceeding \$ 150,000.
- Entering into any Federal cooperative agreement exceeding \$100,000.
- Extension, continuation, renewal, amendment, or modification of any Federal contract, grant, or cooperative agreement exceeding \$100,000 or of a loan exceeding \$150,000.

Furthermore, quarterly reporting is required if any of the following qualifying events occur for lobbying activities related to a contract exceeding \$100,000 or load exceeding \$ 150,000.

- A cumulative increase of \$25,000 or more in the amount paid or expected to be paid for influencing or attempting to influence a "covered Federal action"
- A change in the person(s) attempting to influence such action
- A change in the officer(s), employee(s), or member(s) contacted to attempt to influence such action.

Form LLL will be required to be submitted to the Department on the following schedule when the above lobbying activities occur. Please submit OMB Form LLL to mnystrom@dot.ga.gov by the dates shown below if lobbying activities occur.

April 15 th – For January 1 st –	Submit by: March 31
July 15 th – For April 1 –	Submit by: June 30 th
October 15 – For July 1 –	Submit by: September 30 th
January 15 – For October 1 –	Submit by: December 31 st

Thank you for your compliance with this FTA requirement and your commitment to public transportation for Georgia citizens. If you have any questions regarding this requirement, please email mnystrom@dot.ga.gov or call me at 404/631-1235.

cc: FTA Region VI

Attachment