

# Memorandum

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To: DISTRICT DIRECTORS  
DISTRICT DEPUTY DIRECTORS  
DIVISION CHIEFS  
PROJECT MANAGERS

Date: February 15, 2012

From: NORMA ORTEGA  
Chief Financial Officer



Subject: **Allocation of Earmarked Federal Transportation Funds**

At the December 2011 California Transportation Commission (Commission) meeting the Commission expressed concerns about the California Department of Transportation's (Department) ability to utilize federally earmarked funds without an allocation. The Department was presented with a memorandum from the Legal counsel to the Commission regarding the allocation of federal earmarked funds (i.e. federal grants, TIGER, Border Infrastructure, etc.). The legal opinion indicates that the Department does not have the authority to allocate such funds without the Commission's delegation or approval.

In the interest of transparency and to avoid any possible issues, effective immediately, Capital Outlay projects with any fund type including earmarked federal funds will require an allocation, unless otherwise delegated by the Commission. Projects with federally earmarked funds must follow the same process as traditionally-funded projects. Allocation procedures can be found at: [http://www.dot.ca.gov/hq/transprog/allocation\\_new.htm](http://www.dot.ca.gov/hq/transprog/allocation_new.htm).

If you have any questions regarding this policy, please contact Steven Keck, Division Chief of Budgets at (916) 654-4556.