

## PART 601—ORGANIZATION, FUNCTIONS, AND PROCEDURES

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AUTHORITY: 5 U.S.C. §552; 49 U.S.C. 5334; 49 U.S.C. 1657, 1659; Reorganization Plan No. 2 of 1968 (82 Stat. 1369); 49 CFR 1.51.

SOURCE: 70 FR 67318, Nov. 4, 2005, unless otherwise noted.

## Subpart A—General Provisions

### § 601.1 Purpose.

This part describes the organization of the Federal Transit Administration (“FTA”), an operating administration within the U.S. Department of Transportation. This part also describes general responsibilities of the various offices of which FTA is comprised. In addition, this part describes the sources and locations of available FTA program information, and provides information regarding FTA’s rulemaking procedures.

### § 601.2 Organization of the administration.

(a) The headquarters organization of FTA is comprised of eight principal offices which function under the overall direction of the Federal Transit Administrator (“the Administrator”) and Deputy Administrator. These offices are:

- (1) Office of Administration.
- (2) Office of Budget and Policy.
- (3) Office of Chief Counsel.
- (4) Office of Civil Rights.
- (5) Office of Communications and Congressional Affairs.
- (6) Office of Planning and Environment.
- (7) Office of Program Management.
- (8) Office of Research, Demonstration and Innovation.

(b) FTA has ten regional offices, each of which function under the overall direction of the Administrator and Deputy Administrator, and under the general direction of a Regional Administrator. In addition, FTA has established a Lower Manhattan Recovery Office, which is under the general direction of the Director for this office.

Region/States	Office/address	Telephone No.
I. Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont.	FTA Regional Administrator, Kendall Square, 55 Broadway, Suite 920, Cambridge, MA 02142–1093.	(617) 494–2055
II. New York, New Jersey, and U.S. Virgin Islands ..	FTA Regional Administrator, One Bowling Green, Room 429, New York, NY 10014–1415.	(212) 668–2170
III. Delaware, District of Columbia, Maryland, Pennsylvania, Virginia, and West Virginia.	FTA Regional Administrator, 1760 Market Street, Suite 500, Philadelphia, PA 19103–4124.	(215) 656–7100
IV. Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, Puerto Rico, South Carolina, and Tennessee.	FTA Regional Administrator, Atlanta Federal Center, Suite 17T50, 61 Forsyth Street, SW., Atlanta, GA 30303.	(404) 562–3500
V. Illinois, Indiana, Minnesota, Michigan, Ohio, and Wisconsin.	FTA Regional Administrator, 200 West Adams Street, Suite 320, Chicago, IL 60606.	(312) 353–2789
VI. Arkansas, Louisiana, New Mexico, Oklahoma, and Texas.	FTA Regional Administrator, 819 Taylor Street, Room 8A36, Fort Worth, TX 76102.	(817) 978–0550

Region/States	Office/address	Telephone No.
VII. Iowa, Kansas, Missouri, and Nebraska .....	FTA Regional Administrator, 901 Locust Street, Suite 404, Kansas City, MO 64106.	(816) 329–3920
VIII. Colorado, Montana, North Dakota, South Dakota, Utah, and Wyoming.	FTA Regional Administrator, Dept. of Transportation, FTA, 12300 W. Dakota Ave., Suite 310, Lakewood, CO 80228–2583.	(720) 963–3300
IX. Arizona, California, Hawaii, Nevada, Guam, American Samoa, and Northern Mariana Islands.	FTA Regional Administrator, 201 Mission Street, Suite 310, San Francisco, CA 94105.	(415) 744–3133
X. Alaska, Idaho, Oregon, and Washington .....	FTA Regional Administrator, Jackson Federal Building, 915 Second Avenue, Suite 3142, Seattle, WA 98174–1002.	(206) 220–7954
Lower Manhattan Recovery Office .....	FTA LMRO Director, One Bowling Green, Room 436, New York, NY 10004.	(212) 668–1770

**§ 601.3 General responsibilities.**

The general responsibilities of each of the offices which comprise the headquarters organization of FTA are:

(a) *Office of Administration.* Directed by an Associate Administrator for Administration, this office develops and administers comprehensive programs to meet FTA’s resource management and administrative support requirements in the following areas: Organization and management planning, information resources management, human resources, contracting and procurement, and administrative services.

(b) *Office of Budget and Policy.* Directed by an Associate Administrator for Budget and Policy, this office is responsible for policy development and performance measurement, strategic and program planning, program evaluation, budgeting, and accounting. The office provides policy direction on legislative proposals and coordinates the development of regulations. The office formulates and justifies FTA budgets within the Department of Transportation, to the Office of Management and Budget, and Congress. The office establishes apportionments and allotments for program and administrative funds, ensures that all funds are expended in accordance with Administration and congressional intent, and prepares and coordinates statutory reports to Congress. The office coordinates with and supports the Department of Transportation Chief Financial Officer on all FTA accounting and financial management matters. This office also serves as the audit liaison in responding to the Office of the Inspector General and the Government Accountability Office.

(c) *Office of Chief Counsel.* Directed by a Chief Counsel, this office provides legal advice and support to the Administrator and FTA management. The office is responsible for reviewing development and management of FTA-sponsored projects; representing the Administration before civil courts and administrative agencies; drafting and reviewing legislation and regulations to implement the Administration’s programs; and working to ensure that the agency upholds the highest ethical standards. The office coordinates with and supports the U.S. Department of Transportation’s General Counsel on FTA legal matters.

(d) *The Office of Civil Rights.* Directed by a Director for Civil Rights, this office ensures full implementation of civil rights and equal opportunity initiatives by all recipients of FTA assistance, and ensures nondiscrimination in the receipt of FTA benefits, employment, and business opportunities. The office advises and assists the Administrator and other FTA officials in ensuring compliance with applicable civil rights regulations, statutes and directives, including but not limited to the Americans with Disabilities Act of 1990 (ADA), the Civil Rights Act of 1964, Disadvantaged Business Enterprise (DBE) participation, and Equal Employment Opportunity, within FTA and in the conduct of Federally-assisted public transportation projects and programs. The office monitors the implementation of and compliance with civil rights requirements, investigates complaints, conducts compliance reviews, and provides technical assistance to recipients of FTA assistance and members of the public.