

From: [Chambers, Blair](#)
To: [Freeman, Myra S](#)
Subject: Program Income Reporting (2nd Quarter)
Date: Monday, January 6, 2025 9:47:17 AM
Attachments: [Copy of 5311- PROG INCOME QUARTERLY FORM.xlsx](#)
[Copy of 5310- PROG INCOME QUARTERLY FORM.xlsx](#)
[image001.png](#)

Dear Transit Partners,

Attached is the current program income sheet to use for FFY25, that will be due by January **15th**. This is to report the 2nd quarter program income. Remember, this is listed on your quarterly calendar; we do not send reminders anymore.

If you **do not have any** Program Income to report, **please do not submit the Program Income spreadsheet**. Simply, send me an email (msfreeman1@ncdot.gov) stating that you do not have any Program Income to report.

You only need to complete the spreadsheet if you are reporting income and attach that to your email to me. Please do not place this in EBS; only send an email.

THANK YOU to those who have already sent me information for your agency for the 2nd quarter. Please do not resend; simply disregard this email.

Finally, PLEASE DO NOT REPLY TO THIS EMAIL! Replying to this e-mail will mean your information must be redirected and will delay receipt. Instead, **reply directly to me at msfreeman1@ncdot.gov**.

Thanks,

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