

WSDOT – Public Transportation Division

Claims Reimbursements in GMS

Log into the WSDOT Grants Management System (GMS) at: <https://wsdot.ptd.webgrantscloud.com/index.do>.

CREATING A CLAIM

Once logged into GMS, click on the Grants tab on the left side menu. Active grants will be listed. Select the grant to receive the claim reimbursement request.

Please note: Claim forms will be different depending on the type of project. Following are instructions for operating, planning, and mobility management grants that use the same claim forms. A separate section explains completing claim forms for construction grants. Separate instructions will be provided for capital grants claim reimbursements.

The screenshot shows the 'Current Grants' section of the GMS. A table lists active grants with columns for ID, Status, Year, Title, Organization, Program Area, and Funding Opportunity. Two grants are visible, both with a status of 'Underway'.

ID	Status	Year	Title	Organization	Program Area	Funding Opportunity
21152	Underway	2021	Propane Dial-A-Lift Replacement Vehicles (6) - Training application (to use, please make a copy and add your name)	Washington State Department of Transportation -Test User Organization	C.GP-Consolidated Grant Program	304-2021-2023 Consolidated Grant Program - Capital
21153	Underway	2021	Route ABC Rural Operations - 2 YR Fixed (Test application for training. Make copy for your own use, and add your name)	Washington State Department of Transportation -Test User Organization	C.GP-Consolidated Grant Program	2-2021-2023 Consolidated Grant Program - Operating

Once the grant is open, click on “Claims” from the Component list.

The screenshot shows the details for grant 21153, 'Route ABC Rural Operations - 2 YR Fixed (Test application for training. Make copy for your own use)'. The status is 'Underway'. Below the details is a table of 'Grant Components' with columns for Component and Last Edited.

Status:	Underway
Program Area:	Consolidated Grant Program
Funding Opportunity:	2-2021-2023 Consolidated Grant Program - Operating
Organization:	Washington State Department of Transportation -Test User Organization
Program Officer:	Susan Garber-Yonts
Awarded Amount:	\$378,825.00

Component	Last Edited
General Information	Jul 26, 2021 12:03 PM - Cheryl Steben
Organization Contact Information	Jul 26, 2021 12:03 PM - Cheryl Steben
Claims	Jul 27, 2021 4:25 PM - Cherry Sunshine
Status Reports	Aug 4, 2021 8:47 AM - Cherry Sunshine
Award Letters, Contracts and Amendments	-

To add a claim, click on the green “+Add Claim” button on the right.

ID	Type	Status	Reporting Period	Submitted Date	Paid Date	Claim Amount
21153 - 001	Reimbursement	Paid	07/01/2021 - 07/30/2021	Jul 27, 2021 4:29 PM	07/27/2021	\$50,000.00
21153 - 002	Reimbursement	Submitted	07/01/2021 - 07/31/2021	Aug 3, 2021 1:23 PM		\$4,000.00

Submitted Amount:	\$4,000.00
Approved Amount:	\$0.00
Paid Amount:	\$50,000.00
Total Amount:	\$54,000.00

After clicking on the “+Add Claim” button, the General information form will appear. Fields appearing in red are required fields and cannot be left blank.

Status: – This field will populate once the General Information form is saved.

Type: - Select Reimbursement.

Reporting Period: - Enter the month or quarter, using dates, for which reimbursement is requested (i.e. 1/1/2021 to 1/31/2021 for month or 1/1/2021 to 3/31/2021 for quarterly).

Final request – Select “No” unless this is the last claim request for this grant, then select “Yes”.

Click on the “Save Form” button.

General Information - Claim - Edit Save Form

In the form below, complete all required fields. Enter the report period of coverage for this claim. All expenses reported on this claim should have been incurred during this period of time. If this is the last claim that will be submitted for this grant, then the Final Request checkbox should be checked.

Status:

Type: Reimbursement

Report Period: Start Date: End Date:

Final Request?: Yes No

The claim status has changed from null to “Editing”, and a list of forms appears under the Components list. These forms must be completed and/or marked as complete before the claim reimbursement can be submitted. Claims will stay in “Editing” status until all forms are completed and claim is submitted. Forms can be saved, and the claim can be submitted at the submitter’s convenience.

The warning in red below shows the claim cannot be submitted because the components (forms) are not complete.

Component	Complete?	Last Edited
General Information	✓	Aug 6, 2021 11:03 AM - Cherry Sunshine
Detail of Expenditures	-	-
Reimbursement	-	-

COMPLETING CLAIM FORMS FOR CONSOLIDATED OPERATING, PLANNING, AND MOBILITY MANAGEMENT GRANTS

The general information form was completed at the time the user clicked on “Add Claim”.

Detail of Expenditures form

The next form to be completed is the “Detail of Expenditures”. Click on the form to complete required information.

Gross expenses – Fares and Donations – Ineligible expenses = Net Expenses – Local Match Amount = Amount requested.

Row	Gross Expenses	Fares and Donations	Ineligible Expenses	Net Expenses	Local Match Amount	Amount Requested	Local Match %
Project	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>	<input type="text" value="\$0"/>		<input type="text" value="\$0"/>		

This form is like the invoice template that grantees completed previously.

Once all fields are completed, click on the “Save Grid” button. The amounts in the Net Expenses, Amount Requested, and Local Match % fields will now be populated.

The screenshot shows the 'Detail of Expenditures - Current Version' form. It features a table with the following data:

Row	Gross Expenses	Fares and Donations	Ineligible Expenses	Net Expenses	Local Match Amount	Amount Requested	Local Match %
Project	\$5,000.00	\$200.00	\$100.00	\$4,700.00	\$1,000.00	\$3,700.00	21.28%

Additional buttons include 'Mark as Complete' and 'Edit Grid'. Below the table, it says 'Last Edited By: Cherry Sunshine - Aug 11, 2021 10:57 AM' and 'Edit Grid'.

Add any supporting documentation by clicking on the “+Add Row” button. Describe the attachment in the “Description” field, which is required. Add an attachment by clicking on the “Select File” button. A row will need to be added for each attachment.

The screenshot shows the 'Supporting Documentation - Multi-List' form. It has a 'Description' field containing 'Detailed eligible expenses' and an 'Attachment' field with a 'Select file' button. There are 'Save Row' buttons on the right side of the form.

If there is no supporting documentation to provide, click on the “Mark as Complete” button.

Once the mark as complete button is selected, the system will return to the components list. A green check mark is now in the “Complete?” column for the Detail of Expenditures form. However, the claim cannot be submitted until the Reimbursement form is completed.

The screenshot shows the 'Claim Details' form. It displays a table with the following data:

Component	Complete?	Last Edited
General Information	✓	Aug 6, 2021 11:03 AM - Cherry Sunshine
Detail of Expenditures	✓	Aug 11, 2021 10:57 AM - Cherry Sunshine
Reimbursement

Buttons for 'Withdraw' and 'Preview Claim' are visible at the top right. A message states: 'Claim cannot be Submitted Currently' with a sub-message 'Claim components are not complete'.

Reimbursement Form

Click on the Reimbursement form, click on the “Edit Reimbursement” button and complete the required fields. This form is a budget/expense summary for the grant (project). This form requires only the amount requested for this claim period and the amount of the total match for this claim period. These numbers should match the Detail of Expenditures form.

Reimbursement - Edit [Save Reimbursement](#)

Budget Category	Contract Budget	Amount Requested This Period	Amount Reimbursed To Date	Total	Available Balance (Unpaid)	Prior Requested Amount (Submitted Not Paid)	Total Claimed	Remaining Balance (Unclaimed)	Contract Match	Match Expenses This Period	Prior Match Expenses	Total Match	Remaining Match Requirement	Match Percentage
Requested Amount (2 Year Project)														
Awarded Amount	\$378,825.00	<input type="text" value="4700.00"/>	\$50,000.00	\$50,000.00	\$328,825.00	\$4,000.00	\$54,000.00	\$324,825.00		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Requested Amount (4 Year Project)														
Awarded Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue Total 2 Year														
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$463,000.00	<input type="text" value="1000.00"/>	\$10,000.00	\$10,000.00	\$453,000.00	100.00%

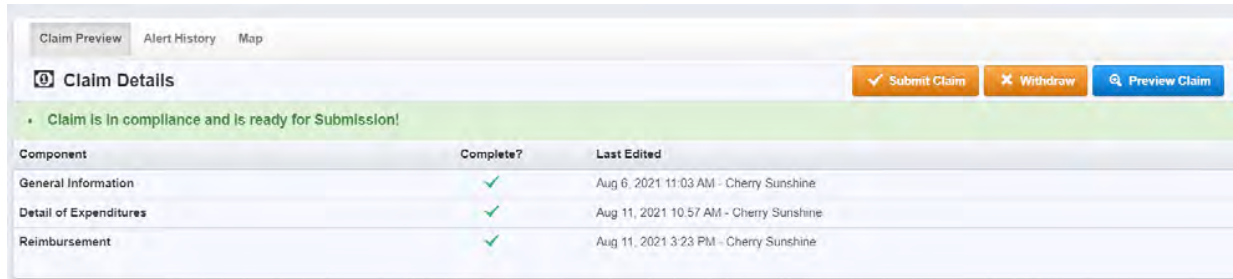
Once the amounts have been entered into the required field, click on the “Save Reimbursement” button. Click on the “Mark as complete” button that has now appeared at the top of the reimbursement form.

Reimbursement [Mark as Complete](#) [Edit Reimbursement](#)

Budget Category	Contract Budget	Amount Requested This Period	Amount Reimbursed To Date	Total	Available Balance (Unpaid)	Prior Requested Amount (Submitted Not Paid)	Total Claimed	Remaining Balance (Unclaimed)	Contract Match	Match Expenses This Period	Prior Match Expenses	Total Match	Remaining Match Requirement	Match Percentage
Requested Amount (2 Year Project)														
Awarded Amount	\$378,825.00	\$4,700.00	\$50,000.00	\$54,700.00	\$324,125.00	\$4,000.00	\$58,700.00	\$320,125.00		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Requested Amount (4 Year Project)														
Awarded Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Revenue Total 2 Year														
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$463,000.00	\$1,000.00	\$10,000.00	\$11,000.00	\$452,000.00	100.00%

Once all forms have been completed and have a green check mark, the claim is ready for submittal. The message “Claim is in compliance and is ready for Submission” should also show in a green ribbon.

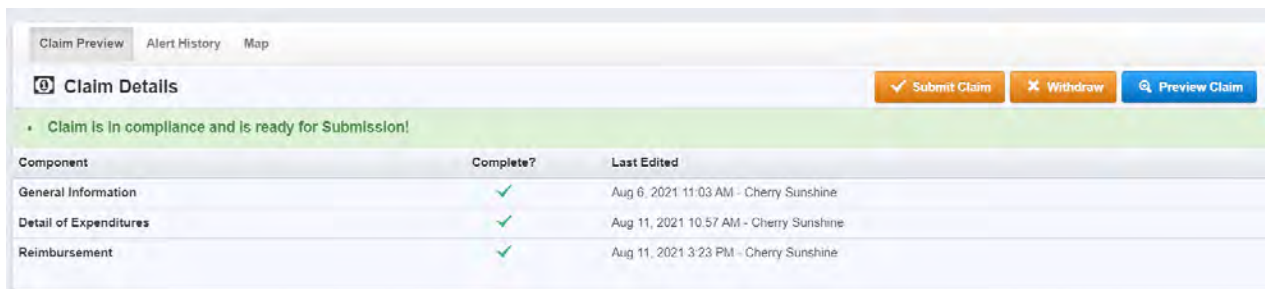
The claim can be previewed before submitting the claim to verify all information is accurate and complete. Clicking the “Preview Claim” button brings the claim forms up in an Adobe PDF form so that all information can be viewed without clicking on each form.



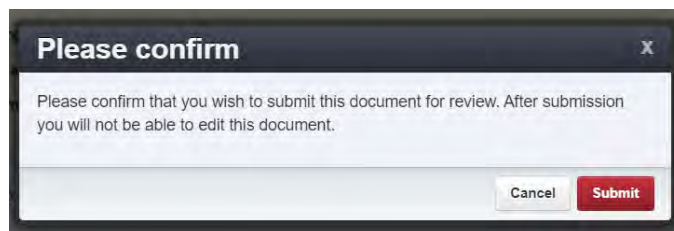
Corrections can be made to any forms that have been completed until the claim is submitted. If errors are found, or changes need to be made, click on the required form, and click on the edit button. Make changes, save, and mark as complete again.

SUBMITTING A CLAIM

To submit the claim, click on the orange “Submit Claim” button.



A dialog box will appear confirming submittal of claim. Once the “Submit” button is selected, edits to the claim will no longer be allowed by the grantee.



WSDOT will be notified once the claim has been submitted. Warrants (payments) and electronic funds transfers will be processed outside of GMS at this time. However, payment status of claims is available in GMS.

COMPLETING CLAIMS FORMS FOR REGIONAL MOBILITY CONSTRUCTION GRANTS

Adding and submitting a claim for a construction grant follows the same instructions as above. This section will give instructions for completing the construction claim forms.

The general information form is completed at the time the claim reimbursement is added. The screen should look like this:

Claim: 001

Claim Status: **Editing**

Grant Title: PTD21220 - RMG - Construction Test Application - Boulder Town Park & Ride Enhancement (Please make copy and rename for your own use)

Program Area: Regional Mobility Grant

Funding Opportunity: 1-Regional Mobility Grant 2021-2023

Reporting Period: 08/01/2021 - 08/31/2021

Claim Type: Reimbursement

Submitted By: -

Claim Preview | Alert History | Map

Claim Details Withdraw Preview Claim

Claim cannot be Submitted Currently
• Claim components are not complete.

Component	Complete?	Last Edited
General Information	✓	Aug 16, 2021 2:12 PM - Cherry Sunshine
Reimbursement		Aug 16, 2021 2:12 PM - Cherry Sunshine
RMG Detail of Expenditures		Aug 16, 2021 2:12 PM - Cherry Sunshine

RMG Detail of Expenditures form

Click on the RMG Detail of Expenditures form, and then click on the “Edit Form” button to enter expenditure information.

Unlike the 21-23 Consolidated program that has separate forms for operating, mobility management, planning, and capital projects, the 21-23 Regional Mobility program has one claim form with multiple sections. Capital Construction, Operating, Vehicles/Equipment, and Supporting Documentation.

Capital Construction Details Section

For Capital Construction projects, complete the “Capital Construction Details” Section.

RMG Detail of Expenditures - Current Version

Capital Construction Details

Does Capital Construction apply to your claim?

Capital Construction*:

Construction - Design / Preliminary Engineering Phase

Gross Expenses:

Local Funds:

Requested Amount:

Construction - Right of Way Phase

Gross Expenses:

Local Funds:

Requested Amount:

Construction Phase

Gross Expenses:

Local Funds:

Requested Amount:

Totals

Total Gross Expenses:

Total Local Funds:

Total Requested Amount:

Click on “Yes” to the question “Does Capital Construction apply to your claim?”

Once “Yes” has been selected, blank fields will appear to enter Gross Expenses and Local Funds amounts.

Capital Construction Details

Does Capital Construction apply to your claim?
Capital Construction:

Construction - Design / Preliminary Engineering Phase
Gross Expenses:
Local Funds:
Requested Amount:

Construction - Right of Way Phase
Gross Expenses:
Local Funds:
Requested Amount:

Construction Phase
Gross Expenses:
Local Funds:
Requested Amount:

Totals
Total Gross Expenses:
Total Local Funds:
Total Requested Amount:

Only enter dollar amounts greater than zero in the fields that are applicable at the time of the claim reimbursement. For example, if expenditures have only occurred under the “Construction – Design / Preliminary Engineering Phase, this is where expenses and local funds will be entered.

The following must be done to save the form and mark as complete:

Enter zero dollar amounts in the remaining fields of the phases that don’t have expenses or local funds.

Select “No” in the operating Details Section if this does not apply (most common).

Click on the green “Save Form” button.

Capital Construction Details

Does Capital Construction apply to your claim?

Capital Construction*: Yes

Construction - Design / Preliminary Engineering Phase	
Gross Expenses:	\$20,000.00
Local Funds:	\$5,000.00
Requested Amount:	\$15,000.00
Construction - Right of Way Phase	
Gross Expenses:	\$0.00
Local Funds:	\$0.00
Requested Amount:	\$0.00
Construction Phase	
Gross Expenses:	\$0.00
Local Funds:	\$0.00
Requested Amount:	\$0.00
Totals	
Total Gross Expenses:	\$20,000.00
Total Local Funds:	\$5,000.00
Total Requested Amount:	\$15,000.00

Operating Details

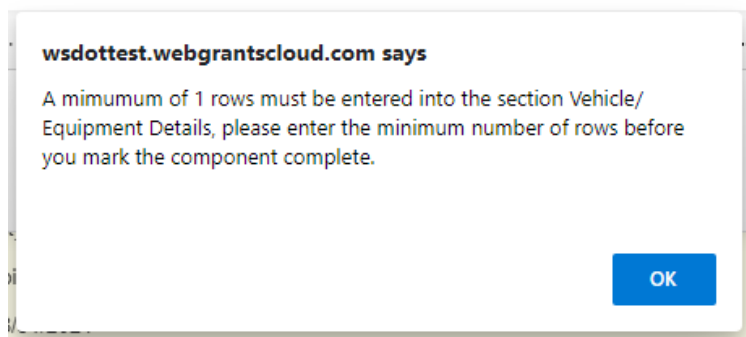
Does Operating apply to your claim?

Operating*: No

Gross Expenses:	\$0.00
Fares and Donations:	\$0.00
Net Expenses:	\$0.00
Local Funds:	\$0.00
Amount Requested:	\$0.00

Saving the form has now opened the remaining two sections (Vehicle/Equipment Details and Supporting Documentation). Both sections have required fields. They are shown in red on the next page.

Clicking on the “Mark as complete” button without completing these sections will result in receiving the following message:



One row must be added in the “Vehicle/Equipment” Section to select “no” to the question “Does Vehicle/Equipment apply to your claim?”

Vehicle/Equipment Details Section

Click on “+Add Row” button on the Vehicle/Equipment Details” section.

The screenshot shows two sections of a web form. The top section is titled "Operating Details" and contains a question "Does Operating apply to your claim?" with a dropdown menu set to "No". Below this are several fields: "Gross Expenses: \$0.00", "Fares and Donations: \$0.00", "Net Expenses: \$0.00", "Local Funds: \$0.00", and "Amount Requested: \$0.00". There are "Mark as Complete" and "Edit Form" buttons. The bottom section is titled "Vehicle/Equipment Details - Multi-List" and contains a table with columns: "Vehicle/Equipment", "Inventory Item", "Gross Vehicle Weight (for vehicles)", "Date Accepted", "Cost", "Local Share", and "Amount Requested". The table is currently empty, showing "No Data for Table". There are "Mark as Complete" and "Add Row" buttons.

Click on “no” to the question and then click the “Save Row” button.

The screenshot shows the "Vehicle/Equipment Details" section. The question "Does Vehicle/Equipment apply to your claim?" has a dropdown menu set to "No". There are "Yes" and "No" buttons. A "Save Row" button is visible in the top right corner.

Construction projects typically require detailed claim supporting documentation. However, not every claim for the project may have supporting documentation so this section is not required to submit a claim. It is at the discretion of WSDOT to return the claim for additional information if needed.

Supporting Documentation Section

Click on the green “+Add Row” button to add an attachment.

The screenshot shows the "Supporting Documentation - Multi-List" section. It contains a table with columns: "Document Description" and "Document". The table is currently empty, showing "No Data for Table". There is a green "+Add Row" button in the top right corner.

Enter the document description and add the attachment. When ready, click on the “Save Row” button. The attachment can be a word processing document, a spreadsheet document, or other formats such as an Adobe Acrobat file.

Each row equals one attachment. Add additional attachments as required or necessary.

Click on the “Mark as Complete” button, and the user will be returned to the Claim Details list of forms (components).

If the user marked the form as complete and then finds that attachments need to be added, go back into the form, add the attachments, click on the save form button. Since the form was already marked as complete, this does not need to be done again.

Reimbursement Form

This form gives an “at-a-glance” view of the award amount for this project and what has been claimed and what remains. It also shows the amount of match for this project, what has been expended, and what is remaining.

Budget Category	Details	Contract Budget	Amount Requested This Period	Amount Reimbursed To Date	Total	Available Balance (Unpaid)	Prior Requested Amount (Submitted Not Paid)	Total Claimed	Remaining Balance (Unclaimed)	Contract Match	Match Expenses This Period	Prior Match Expenses	Total Match	Remaining Match Requirement	Match Percentage
Operating Budget Summary															
Total		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Vehicle / Equipment															
Construction Budget Summary															
Total		\$691,940.00	\$0.00	\$0.00	\$0.00	\$691,940.00	\$0.00	\$0.00	\$691,940.00	\$273,236.00	\$0.00	\$0.00	\$0.00	\$273,236.00	0.00%
		\$691,940.00	\$0.00	\$0.00	\$0.00	\$691,940.00	\$0.00	\$0.00	\$691,940.00	\$273,236.00	\$0.00	\$0.00	\$0.00	\$273,236.00	7%

Last Edited By: Cheryl Sunshine - Aug 16, 2021 2:12 PM

Click on the Reimbursement form and then click on the green “Edit Reimbursement” button.

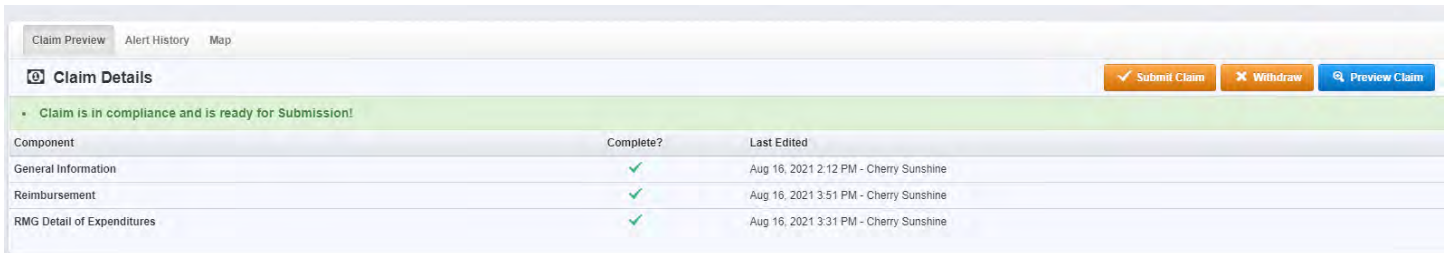
Enter the amount of the claim reimbursement for this period and the match amount for this period. This should match the amount on the “Expenditure detail form. Currently, these forms aren’t linked to populate from one to another, so both forms need to be completed at this time.

Budget Category	Details	Contract Budget	Amount Requested This Period	Amount Reimbursed To Date	Total	Available Balance (Unpaid)	Prior Requested Amount (Submitted Not Paid)	Total Claimed	Remaining Balance (Unclaimed)	Contract Match	Match Expenses This Period	Prior Match Expenses	Total Match	Remaining Match Requirement	Match Percentage
Operating Budget Summary															
Total		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Vehicle / Equipment															
Construction Budget Summary															
Total		\$691,940.00	15000	\$0.00	\$0.00	\$691,940.00	\$0.00	\$0.00	\$691,940.00	\$273,236.00	5000	\$0.00	\$0.00	\$273,236.00	0.00%
		\$691,940.00	\$0.00	\$0.00	\$0.00	\$691,940.00	\$0.00	\$0.00	\$691,940.00	\$273,236.00	\$0.00	\$0.00	\$0.00	\$273,236.00	7%

Once the dollar amounts have been entered, click on the “Save Reimbursement” button. Then click on the “Mark as Complete” button.

All forms have been completed, and the claim may now be submitted for review and processing. The message in the green ribbon shows the claim is in compliance and ready to submit, and all forms show a green checkmark in the “Complete?” column.

Forms can be reviewed prior to submitting the claim by clicking on the blue “preview” button. If any changes are required, click on the form, make changes, and save. Changes to forms can be made until the claim is submitted even if they are marked complete.

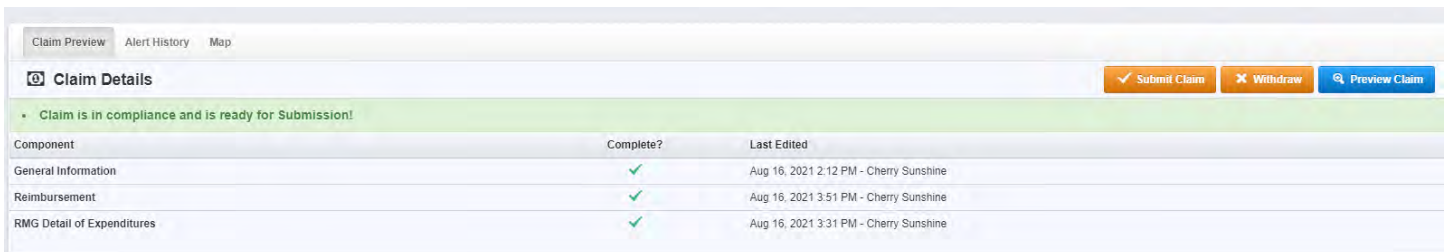


Once the claim is ready to submit, click on the orange “Submit Claim” button.

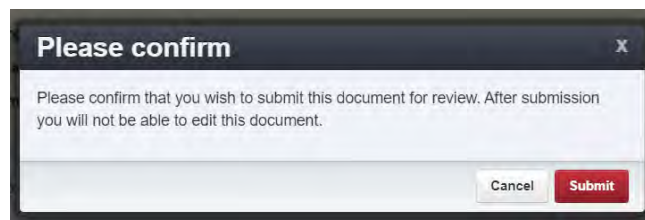
Claims can also be withdrawn. Once a claim is withdrawn, it cannot be reversed. A new claim will have to be completed.

SUBMITTING A CLAIM

To submit the claim, click on the orange “Submit Claim” button.



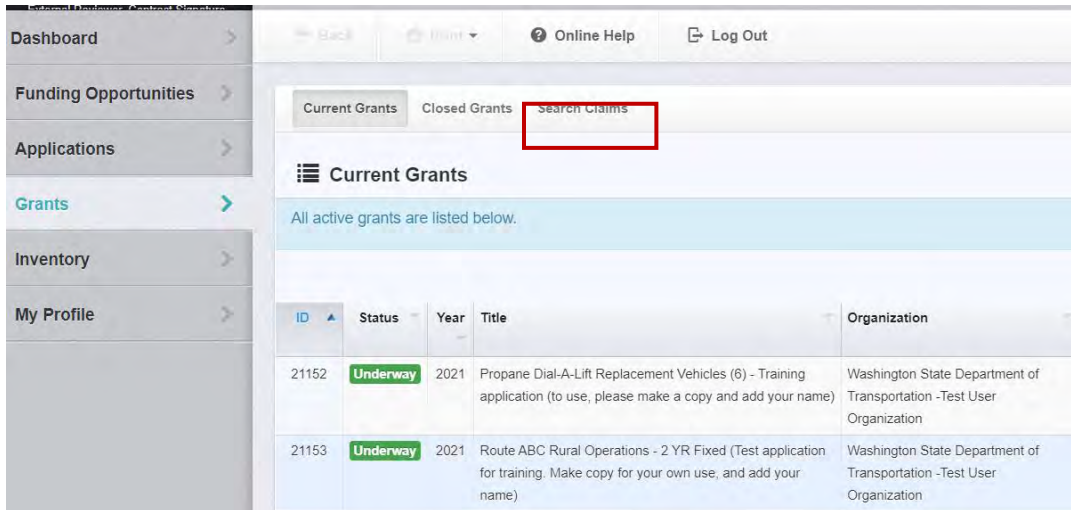
A dialog box will appear confirming submittal of claim. Once the “Submit” button is selected, edits to the claim will no longer be allowed by the grantee.



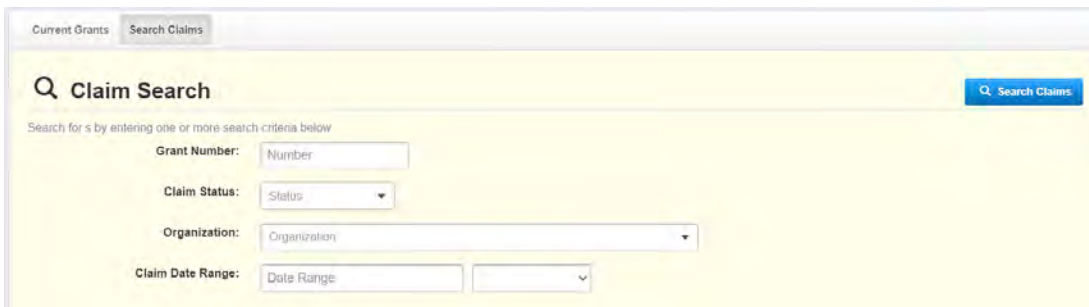
WSDOT will be notified once the claim has been submitted. Warrants (payments) and electronic funds transfers will be processed outside of GMS at this time. However, payment status of claims is available in GMS.

VIEWING CLAIMS AND CLAIMS STATUSES

To view claims, click on “Grants” on the left menu then select the “Search Claims” tab.



Claims can be searched by filters, which is helpful when there are many grants. Claims can be searched without filters by clicking on the “Search Claim” button on the right of the screen.



Using the Grant Number filter, a list of claims associated to the grant is now listed. This list shows claim numbers, status, and amount in addition to other fields. This list can be sorted by any column header by clicking on it.

Claim List										
Claim Number	Type	Status	Submit Date	Paid Date	Grant Title	Organization	Grantee	Program Area	Funding Opportunity	Amount
21153-001	Reimbursement	Paid	Jul 27, 2021 4:29 PM	07/27/2021	Route ABC Rural Operations - 2 YR Fixed (Test application for training. Make copy for your own use, and add your name)	Washington State Department of Transportation -Test User Organization	Cherry Sunshine	Consolidated Grant Program	2-2021-2023 Consolidated Grant Program - Operating	\$50,000.00
21153-002	Reimbursement	Submitted	Aug 3, 2021 1:23 PM		Route ABC Rural Operations - 2 YR Fixed (Test application for training. Make copy for your own use, and add your name)	Washington State Department of Transportation -Test User Organization	Cherry Sunshine	Consolidated Grant Program	2-2021-2023 Consolidated Grant Program - Operating	\$4,000.00
21153-003	Reimbursement	Submitted	Aug 11, 2021 4:34 PM		Route ABC Rural Operations - 2 YR Fixed (Test application for training. Make copy for your own use, and add your name)	Washington State Department of Transportation -Test User Organization	Cherry Sunshine	Consolidated Grant Program	2-2021-2023 Consolidated Grant Program - Operating	\$4,700.00
21153-004	Reimbursement	Editing			Route ABC Rural Operations - 2 YR Fixed (Test application for training. Make copy for your own use, and add your name)	Washington State Department of Transportation -Test User Organization	Cherry Sunshine	Consolidated Grant Program	2-2021-2023 Consolidated Grant Program - Operating	\$0.00

To see additional details about a claim, click on the claim row.

21153 - Route ABC Rural Operations - 2 YR Fixed (Test application for training. I own use, and add your name) - 2021

Claim Details

Funding Opportunity:	2-2021-2023 Consolidated Grant Program - Operating	Initial Submit Date:	Aug 11, 2021 4:34 PM
Program Area:	Consolidated Grant Program	Initially Submitted By:	Cherry Sunshine
Status:	Submitted	Last Submit Date:	
Claim Number:	003	Last Submitted By:	
Claim Type:	Reimbursement	Approved Date:	
Reporting Period:	08/01/2021 - 08/31/2021		
Final Request:	No		
Vendor Number:			
Check Number:			
Paid Date:			

Claims can also be accessed by clicking on a current grant and selecting the “Claims” component. Viewing claims from the grant will show the submitted date, paid date, and claim amount paid without clicking on the claim.

ID	Type	Status	Reporting Period	Submitted Date	Paid Date	Claim Amount
21153 - 001	Reimbursement	Paid	07/01/2021 - 07/30/2021	Jul 27, 2021 4:29 PM	07/27/2021	\$50,000.00
21153 - 002	Reimbursement	Submitted	07/01/2021 - 07/31/2021	Aug 3, 2021 1:23 PM		\$4,000.00
21153 - 003	Reimbursement	Submitted	08/01/2021 - 08/31/2021	Aug 11, 2021 4:34 PM		\$4,700.00
21153 - 004	Reimbursement	Editing	01/14/2021 - 08/11/2021			\$0.00
Submitted Amount:						\$8,700.00
Approved Amount:						\$0.00
Paid Amount:						\$50,000.00
Total Amount:						\$58,700.00

Questions regarding invoice status or payment should be sent to PTDinvoices@wsdot.wa.gov or 306-705-7386.

Questions or issues regarding Grants Management System issues should be sent to PTDGMSsupport@wsdot.wa.gov or 360-705-7711.