



# South Jersey Transportation Planning Organization

*Serving Atlantic, Cape May, Cumberland,  
and Salem Counties since 1993.*

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## Host Agency

A host agency arrangement was established in 1993 between SJTPO and the South Jersey Transportation Authority (SJTA), a government agency that manages transportation-related services, including the operation responsibilities for the Atlantic City Expressway and Atlantic City International Airport, in six southern New Jersey counties. Under a Basic Agreement, which governs all aspects of the arrangement, SJTPO is overseen by the SJTA Executive Department, currently managed by Executive Director Stephen F. Dougherty.

SJTA, as host agency, advances the cash flow for the day-to-day operations of SJTPO. SJTA is reimbursed in the following manner: all funds flow from the United States Department of Transportation (USDOT) to the New Jersey Department of Transportation (NJDOT), and from NJDOT they flow to SJTA. Federal transportation funds, including applicable metropolitan planning funds authorized by the current federal surface transportation funding are first allocated to state departments of transportation. For an organization to receive federal funds, it first must document that its accounting, auditing, and control procedures confirm that federal monies are spent for the purposes intended.

SJTA receives an annual administrative fee for providing all administrative support to SJTPO, including purchasing, grants accounting, human resource management, and payroll accounts payable and accounts receivable in the furtherance of the annual SJTPO [Unified Planning Work Program \(UPWP\)](#) activities. All subcontract agreements are executed by SJTA on behalf of SJTPO. The central staff receive direction from the SJTPO [Policy Board](#) and [Technical Advisory Committee \(TAC\)](#) through the SJTPO Executive Director, independent of the host agency.

SJTPO has no financial accounts independent of SJTA. Therefore, all accounting is conducted by SJTA, with oversight by SJTPO, NJDOT, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). A program-specific audit is conducted annually for SJTPO's UPWP.