



UPCOMING ENROLLMENT DEADLINES:

Next:
Friday, January 18, 2013

Future:
Tuesday, February 19, 2013
Monday, March 18, 2013



QUESTION OF THE MONTH:

When do I need to update my program application?

Whenever any information on your program application changes (last name, duty station, UIC, certified commuting cost, etc), you need to submit a "making a change" form to your reviewing official.

TRANSIT BENEFITS INCLUDED IN FISCAL CLIFF DEAL

In December, Politico reported in their morning transportation blog (<http://www.politico.com/morningtransportation/1212/morningtransportation9629.html>) that any changes to the maximum benefit for the mass transit subsidy were taking a backseat to all the heated fiscal cliff talks. However, at the last minute, in the middle of the night, the Senate included language in the American Taxpayer Relief Act of 2012 to amend the mass transit fringe benefit section of the tax code. The changes provide an expansion of the maximum benefit for mass transit benefits to a maximum benefit of \$240 per month for qualified mass transit expenses. Once again, the language expires on December 31, 2013, continuing the long-term uncertainty of the benefit amount.

How will this affect my benefit? The effective date of the change to the maximum benefit for the Department of the Navy Transportation Incentive Program for Outside the National Capital Region will be April 1, 2013. Beginning in March 2013, participant will begin receiving their certified commuting cost up to \$240 per month. The Department of Defense (DoD) is currently reviewing the legislation and will provide additional information if retroactive benefits will be available for DoD participants.

TIP PLANS TRANSITION TO WEB-BASED APPLICATION

The Office of Financial Operations is currently piloting a new web-based transit subsidy application called the Transportation Incentive Program System (TIPS). TIPS is designed to improve the end-to-end process of applying for and receiving transit benefits. The new tool will allow participants to apply for benefits online, make changes to their application and withdraw from the program when they no longer need transit benefits. The system will eliminate the need for completing paper applications, walking them from one building to another to get the appropriate signatures, and scanning/faxing them to Washington. The new online tool will provide a seamless process from participant to supervisor to the reviewing official to the Department of Transportation. Participants will be

The Department of Defense Instruction 1000.27 establishes a mass transit benefit program for outside the National Capital Region. In accordance with this instruction the Department of the Navy (DoN) has implemented the Transportation Incentive Program (TIP) for DoN employees to help reduce their daily contribution to traffic congestion and air pollution, as well as expand their commuting alternatives. Effective January 1, 2012, DoN members are eligible for transit benefits up to \$125.00 per month (parking fees are not included) for specific pre-approved commuter mass transit transportation costs not to exceed actual expenses. TIP is designed to pay for mass transit costs incurred by personnel in their local commute from residence to permanent duty station. Participants must accurately claim an amount that reflects their actual commuting cost failure to do so will result in a fraudulent certification on the application and is subject to criminal prosecution. This program is a benefit, not an entitlement. Thus, there is no retroactive reimbursement.

Navy and Marine Corps Military and Civilians
to enroll or update your information
[Click Here](#)

If you do not have an account with TIPS, please register

Supervisors, Reviewing Officials, Program Office Personnel
(must have been granted access)
[Click Here](#)

If you do not have an account with TIPS, please register

Program Contact Information and Technical Support
Department of Navy Program Manager
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tss@spawar.navy.mil

Call Support Desk: 1-619-553-4684, or 1-619-553-4321

able to see the status of their application, and the tool will provide helpful reminders to ensure that applications do not get bottlenecked at any point in the approval process. The tool will also improve the accuracy and reliability of the participant's information on file. This will help prevent unintended withdrawals from the program and minimize delays in benefits as the result of inaccurate data.

Is your name spelled wrong on your TRANServe debit card? With the new online tool you will be able to log in and update your account information to make those corrections. Reviewing officials will no longer need to prepare alphabetical listing of new enrollees each month. As soon as the reviewing official approves the application in the system, it is immediately sent to Washington for processing. The improved application process in TIPS will help reduce the waiting period that new participants have to wait before receiving their transit benefits.

Improved efficiency is not the only benefit of the Transportation Incentive Program System. The current manual processes involve collecting, transmitting and storing personally identifiable information (PII). This information is necessary to verify eligibility and to properly fund the transit benefit, however these processes expose the program to PII exposure and risk. TIPS will greatly reduce the need to collect, transmit and store PII outside of the system reducing the risk of this information being used improperly.

So when do I get to use the new system? Predicting when a new government system will be ready to deploy is difficult, but FMO is hopeful that TIPS will be completed and approved for use across the country in this fiscal year. Once we are ready to deploy, we will provide training for reviewing officials so that the transition to the new process will be as smooth as possible.

IMPORTANT REMINDERS

1. Participants should always have their current mass transit commuting cost certified on their application or an increase/decrease form.
2. All applications must be TYPED.

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