

7. Depending on the project type, the following materials are required.

- a. **For construction projects**, include backup detail for the proposed construction costs, in the form of an engineer's cost estimate, if available. Backup must match the construction cost included in the application or you must provide an explanation of the difference.
- b. **For construction projects located in or adjacent to a State Highway Right-of-way**, coordination with the District Transportation Administrator (DTA) is required. Include a copy of your correspondence and any comments received from the DTA. The DTA oversees maintenance of the State Highway System in their district. See Attachment D for DTA contact information.
- c. **If planning documents or scoping studies are used as references**, it is preferred to include appropriate pages only, and clearly identify where the reader should look (for example, "see highlighted section on page 34 of the attached town plan").

Web-Based Training

Applicants are strongly encouraged to attend the training session that will review the grant application requirements and the project development process.

The training will be offered via a live web-based format on **June 3, 2025 - 10 AM to 11:30 AM**. To attend the webinar click the "Join the meeting now" link below or call the telephone number:

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 223 745 903 931

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Applicants without an internet connection may access the training via phone by calling the number noted above. If you have never used MS Teams, you may be prompted to download some software. Please plan to join the meeting a little bit early to make sure you work out any technical issues. No RSVP is required.

VIEW WEBINAR RECORDING

The PowerPoint slides and a webinar recording from the training will be available shortly after the session on the [VTrans Bike/Ped Program web page](#). Please also check the site periodically for any program updates.