



Jon Kaplan, P.E.
Bicycle and Pedestrian Program Manager
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Agency of Transportation
<http://vtrans.vermont.gov/>

September 22, 2016

Mr. Trevor Lashua
Town of Hinesburg
10632 Route 116
Hinesburg, VT 05461

RE: Village South Sidewalk

Dear Mr. Lashua:

Congratulations on your project's successful application for funding from the 2016 VTrans Bicycle & Pedestrian Program. Your project was approved for \$120,500 in Federal funds to design and construct a sidewalk in the South of your Village. Your project was selected from among nineteen applications statewide with funding requests totaling \$7.5 million in federal funds.

In accordance with the requirements of the program your award is capped at the amount of the award, so it will be important for the Town to monitor the project budget closely. Funding will be available once a grant agreement with the Agency of Transportation (VTrans) is executed. Therefore, reimbursable work cannot begin until the grant agreement is executed. We expect that you will move the project forward expeditiously and have outlined some of those expectations on the enclosed Project Commitment Form. Please review the form, sign it and return it to me as soon as possible. Once the form is received, we will begin working on your grant agreement.

As you know, this is a reimbursement program and not a direct grant. The Town will be responsible for 20% of the total project costs. If there will be any donated or in-kind services or materials proposed as part of the local match, a proposal must be presented to the VTrans Project Manager for approval in advance. The offering of this award should not be construed as approval of all work, methods, terms or other specifics proposed in your application. Your award will be governed by the terms of the Grant Agreement with VTrans, including all applicable VTrans, State, and Federal program requirements.

In the coming weeks, an Agency project manager and project supervisor will be assigned to your project and an initial project meeting will be scheduled. At this meeting you will discuss the project development process, typical project schedule and next steps.

If you should have any questions do not hesitate to contact me at 828-0059. We look forward to working with you and your community towards successful implementation of your project.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Kaplan".

Jon Kaplan, P.E.
Bicycle and Pedestrian Program Manager
Local Projects Section, Municipal Assistance Bureau

cc: Peter Keating, Chittenden Co. RPC
Amy Bell, VTrans Planning Coordinator
Project File