



Peter T. Pochop
Project Manager
State of Vermont
Municipal Assistance Section
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Agency of Transportation

[phone] 802-477-3123

September 22, 2025

VIA EMAIL

Kent Johnson
Town of Essex
81 Main Street
Essex, VT 05452

Re: Essex Upper Main Street/Rt 15 Shared Use Path

Dear Mr. Johnson,

Congratulations on your successful application to the 2025 VTrans Bicycle & Pedestrian Program. Your project was approved for \$1,448,000 in federal funds under our Large Scale category and was selected from among 15 applications statewide, with grant requests totaling over \$13.1 million. Approximately 92% of your project funding is from the Infrastructure Investment and Jobs Act (IIJA) Carbon Reduction Program (CRP), which funds projects designed to reduce transportation emissions by focusing investments on bicycle, pedestrian, transit, micromobility, and fleet electrification projects in alignment with the VT Carbon Reduction Strategy.

In accordance with the requirements of the program your award amount is capped, so it will be important for the municipality to monitor the project budget closely. Funding will be available once a grant agreement with the Agency of Transportation (VTrans) is executed. 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 via email 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, a Municipal Assistance project manager 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 have any questions do not hesitate to contact me at 802-477-3123. We look forward to working with you and assisting your community with the successful implementation of your project.

Sincerely,

A handwritten signature in blue ink, appearing to read "P. Pochop".

Peter Pochop

cc: Chittenden County Regional Planning Commission
Matthew Arancio, VTrans Planning Coordinator
Project File