



**INVITATION TO PARTICIPATE IN VTRANS
BETTER ROADS, CATEGORY A - ROAD EROSION INVENTORY GRANTS**

Applications will only be accepted between

August 1st and December 31st, 2024

First-come, First-served until available funding has been exhausted.

TO: Vermont Municipal Officials
FROM: Ross Gouin – VTrans Municipal Roads- Better Roads Program Manager
RE: Letter of Intent to Accept a Municipal Roads Better Roads Category A- Road Erosion Inventory Grant

The Vermont Agency of Transportation (VTrans) invites your municipality to participate in the Municipal Roads, Better Roads Category A- Road Erosion Inventory (REI) Grant for State Fiscal Year 2025 (SFY25). This program provides funding for municipalities to complete REI reassessments in compliance with the Vermont Department of Environmental Conservation (DEC) Municipal Roads General Permit (MRGP).¹

VTrans anticipates receiving approximately \$1 million dollars in funding to support REI updates under this program and intends to provide grant funds to eligible Vermont municipalities that agree to the terms (see attached participation Letter of Intent). Letters of Intent will be accepted starting **August 1, 2024 until December 31, 2024 and grants will be awarded on a first-come-first-served basis until the available funds are exhausted.**

VTrans will offer funding to eligible municipalities to conduct REI's on hydrologically connected road segments that currently do not meet standards.² A municipality's funding award depends upon:

- Awards are contingent upon Municipalities being compliant with MRGP requirements at the time of award.
- The number of hydrologically connected road segments; and
- Grants will be awarded as they are received, until available funds are exhausted, **Refer to the attached VTrans SFY25 Better Roads Cat A Road Erosion Inventory Grant Eligibility, for the eligible amount funding limit. Municipalities that have already completed their MRGP re-assessment are ineligible.**

Better Roads Category A awards will be made available through VTrans. Municipalities will submit reimbursement requests for work completed directly to VTrans and VTrans will reimburse up to 80% of the municipality's documented inventory expenses, including in-kind work, for Road Erosion Inventories (REI's) of hydrologically connected road segments in accordance with the MRGP permit dated January 26, 2023.

Participating municipalities agree to:

- Conduct Road Erosion Inventory Re-assessments on hydrologically connected road segments in accordance with the requirements of the current Municipal Roads General Permit.
- Complete the REI by October 31, 2027.
- Submit proof of the completed REI and request reimbursement no later than 90 calendar days after the end date of the period of performance.
- Document project costs using VTrans Invoicing Format and provide a minimum of 20% local match (cash or in-kind) for eligible work. Invoicing form will be available here: <https://vtrans.vermont.gov/highway/better-roads>.
- Required local match can include in-kind contributions such as municipal staff time for conducting the REI assessment and reports.

¹ MRGP available at: <http://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/municipal-roads-program>.

² Hydrologically connected roads are those that drain directly into surface waters (streams, rivers, ponds, lakes and wetlands) as defined by the MRGP.



LETTER OF INTENT TO PARTICIPATE IN THE SFY25 MUNICIPAL ROADS BETTER ROADS CATEGORY A GRANT- ROAD EROSION INVENTORY

We, the Legislative Body of the Municipality of _____ certify that
the municipality will:

- Conduct a Complete Road Erosion Inventory Reassessment on all hydrologically connected road segments – roads that drain directly into surface waters (streams, rivers, ponds, lakes and wetlands) as required in the Municipal Roads General Permit dated effective January 26, 2023. <https://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/municipal-roads-program>
- Refer to the Vermont Department of Environmental Conservation (DEC) map layer for *hydrologically connected* municipal roads in Vermont. This map layer is available at: <https://anrmaps.vermont.gov/websites/anra5/>
- The DEC-developed app is available free of charge for municipalities and those organizations working on their behalf. When using the DEC REI app, REI results can automatically populate the MRGP Implementation Table, a major requirement of the MRGP permit. Please visit <http://vtanr.maps.arcgis.com/home/item.html?id=fe11c5ffd0d04eeca968115d84daf90> for details.
- Provide a minimum of 20% local match (in-kind and/or cash). Match can include quantified in-kind contributions such as municipal staff time and other costs directly related to the REI as part of this program. Funds from other federal or state grant programs or local match for those other federal and state grant programs cannot be included as match.
- Complete all reporting and invoicing requirements using the VTrans requested format.
- Complete all inventory updates in the MRGP portal/app by October 31, 2027 and request reimbursement no later than 90 calendar days after the end date of the period of performance.

_____ Date: _____
(Duly Authorized Representatives)

Municipality: _____

Primary Contact Name (See note below): _____

Address: _____
Street Address *Town* *Zip*

Email: _____ Phone: _____

Town Clerk (2nd contact): _____ Email: _____

Unique Entity Identifier (SAM #): _____ Fiscal Year End Month (MM): _____

Note: Primary Contact is responsible for grant execution on Town's behalf. Secondary Contact must be Town Clerk.

This form must be submitted via email to indicate participation and will be accepted between August 1 and December 31, 2024. Grants will be awarded as received, if eligible, on a first-come, first-served basis, until available funds are exhausted.

Return signed Letter of Intent to: Better Roads, c/o VTrans Municipal Assistance Program, via email: betterroads@vermont.gov

This is a letter of intention to participate only. THIS IS NOT A GRANT, CONTRACT or AGREEMENT.