

Grant Basics: Before The Grant Webinar

04/09/24

Q&A Report

Q. My town does not qualify for grants due to a lack of adequate policies. Would the VLCT recommend that towns update/change or implement new policies to meet these requirements to qualify for such grants?

A. If your town wishes to access grants, it will need to update, change, or implement policies to meet grant requirements. It also is a best practice to review and update policies annually for changes.

Q. What is the best way to book a consult session with you when considering a grant opportunity?

A. Consults on Call can be booked through VLCT's Federal Funding Assistance Program webpage at <https://www.vlct.org/federal-funding-assistance-program-ffaarpa>. Consults on Call provide one-on-one help for moving your project to the next stage, including identifying funding opportunities. You also can email us at FFA@vlct.org if you need more than 30 minutes or need an alternate day.

Q. Is there a VLCT manual on grant writing that I can download?

A. No, VLCT does not have a manual on grant writing. If you search "grant writing" on the internet, there are a host of sites that provide guidance and advice. The [Grants.gov Learning Center](#) and the [U.S. Department of Transportation's Navigator](#) are great places to begin. The U.S. Environmental Protection Agency also offers grant training on its [grants webpage](#). These sites allow you to work at your own pace.

Q. You mentioned 3-part series of these trainings. Are the other two scheduled yet? When will the next 2 webinars in this series be listed for registration?

A. The next two webinars in our Grant Basics series currently are scheduled for:

- May 28 at 10 am - Project Development and Ways to Fund Your Project
- August 20 at 10 am – Grant Management

Our webinars usually open for registration approximately six weeks before they are held. Events open for registration are listed in our [Training and Events Calendar](#). You also can watch for the event in our bi-weekly [e-news](#).

Q. Does VLCT have a list of the specific requirements for federal and state grants? It would be easier to have these in place and not have to search every time you are applying.

A. We do not have a list of specific grant requirements because the requirements for every grant are different. There are some common requirements for all federal grants, but they are not listed in a single location (check grant program guidance, your grant agreement, and [2 CFR Part 200](#).) Requirements may be administrative - policies, lobbying disclosure, adequate financial systems, reviews, reporting, audit/single audits, closeout, etc. They also may be programmatic – environmental review, Americans with Disabilities Act, Davis Bacon Act, Buy America, Title VI (Civil

Rights), etc. Prospective grant applications are encouraged to review the funding opportunity announcement and program guidance to determine what the requirements are for a specific grant.

Q. What is an RPC?

A. RPCs are Regional Planning Commissions. RPCs provide planning assistance to municipalities. They also assist with grant writing, grant administration, and project management services. Find your RPC at <https://www.vapda.org/regions.html>.