



U.S. Department  
of Transportation  
**Federal Transit  
Administration**

REGION X  
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Washington

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## **REGION 10 BULLETIN NO: 2010-42**

Subject: NTI Project Management for Transit Professionals Course

Program Area: Training

Date: May 19, 2010

The National Transit Institute (NTI) will be sponsoring a FREE course (\$300 for consultants and contractors) titled "**Project Management for Transit Professionals**" in the following cities:

Vancouver, British Columbia	June 10-11
Columbus, Missouri	June 14-15
Honolulu, Hawaii	July 1-2
Taunton, Massachusetts	September 21-22
New Orleans, Louisiana	September 28-29
San Bernardino, California	September 28-29
Gardena, California	October 26-27
Anchorage, Alaska	November 16-17

Register early to guarantee your space; **if there is a waiting list, please download the waiting list form from the web site and fax it to (732) 932-1707.**

This course is an introductory course. It is intended for transit professionals whose current and/or future responsibilities include planning, managing, and executing all phases of a project's lifecycle. Priority will be given to American Recovery and Reinvestment Act (ARRA) grantees, but seating is usually available for others. ***Recommended for ARRA Grantees unfamiliar with managing high profile construction projects!***

By the end of this course participants will be able to:

- Describe the major components of a well-defined project
- Explain the functionality of each phase of the project lifecycle and associated deliverables
- Create a Project Management Plan (PMP), including a Statement of Work (SOW) and Work Breakdown Structure (WBS)
- Identify methods to obtain reasonable project estimates to develop a realistic project schedule

Bulletin – Name of bulletin subject

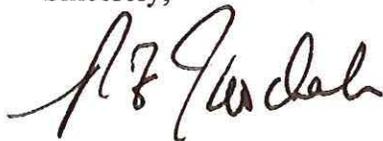
- Use Earned Value to control and report a project's status and evaluate the impact of potential changes on the PMP
- Recognize the relationship between leadership and teamwork development, as well as the importance of communicating to all stakeholders

**NOTE:** This course will not provide information on the administration of ARRA grants. Information on ARRA grants is available from the Federal Transit Administration (FTA) web site at [http://www.fta.dot.gov/index\\_9440.html](http://www.fta.dot.gov/index_9440.html).

If you are interested in attending, please follow this link <http://www.ntionline.com/CourseInfo.asp?CourseNumber=TRI23-50> to see detail course description and register on line.

For further information, please contact Region 10's Ken Feldman at (206) 220-7521 or by email [kenneth.feldman@dot.gov](mailto:kenneth.feldman@dot.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "R.F. Krochalis". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

R.F. Krochalis  
Regional Administrator