



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

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REGION 10 BULLETIN NO: 2010-79

Subject: NTI Project Management for Transit Professionals

Program Area: Training

Date: November 10, 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:

Anchorage, Alaska	November 16-17, 2010
Birmingham, Alabama	November 18-19, 2010
Cleveland, Ohio	March 8-9, 2011

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
- 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.

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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. 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.

For further information, please contact FTA Region 10's Amy Changchien at 206-220-4464 or by email amy.changchien@dot.gov.

Sincerely,



R.F. Krochalis
Regional Administrator

