



## WELCOME MESSAGE

Congratulations and welcome to the Build America Bureau Technical Assistance Division! To help you navigate the Grant/Cooperative Agreement process and Department of Transportation (DOT) grants management, we have compiled important and helpful information in this packet. We will also provide many opportunities to discuss these details through webinars and one-on-one meetings. Another helpful Grants 101 resource can be found at [Grants.gov](https://www.grants.gov) and [National Highway Institute](https://www.nhi.gov).

### THIS IS A PARTNERSHIP

You are not alone in accomplishing the mission. The DOT Grants Team is here to help you throughout the process. Good communication is key, and we will remind you of that often. After reviewing this packet, please feel free to reach out with any questions, also visit the [Bureau website](#).

The Build America Bureau (Bureau) is responsible for supporting transportation infrastructure development projects in the United States. The Bureau streamlines credit opportunities and access to grant programs with more speed and transparency, while also providing technical assistance and encouraging innovative best practices in project planning, financing, delivery, and monitoring. To achieve this vision, the Bureau draws upon the full resources of DOT to best utilize the expertise of all the modes within the Department while promoting a culture of innovation and customer service.

The Bureau works closely and coordinates with states, municipalities, and project sponsors looking to utilize federal transportation expertise; apply for federal transportation credit programs; and explore ways to access private capital in public private partnerships.

The Bureau combines the TIFIA and RRIF loan programs, Private Activity Bonds (PABs), and technical assistance all under one roof within the Office of the Undersecretary for Policy.

The Bureau addresses the procedural, permitting and financial barriers to increased infrastructure investment and development by:

- Intervening earlier in project lifecycles
- Actively helping sponsors navigate the often, complex federal permitting and procedural requirements
- Centralizing project coordination
- Cultivating public private partnerships
- Providing technical assistance
- The Bureau drives efficiencies and creates further financing optionality for projects in a shorter timeframe helping to accelerate the repair and development of critical U.S. transportation infrastructure.

### COOPERATIVE AGREEMENT ITEMS OF NOTE:

**This is a cost reimbursement** Grant/Cooperative Agreement. Reimbursement is defined as, the Recipient pays contractors/consultants/subrecipients for hours completed (typically monthly) and then the Recipient submits an invoice package to DOT Grant Management Specialist for review, approval, and reimbursement via [Delphi eInvoicing system](#).