



2014 INDOT LPA TRAINING SCHEDULE

PRE-REGISTRATION IS REQUIRED FOR ALL CLASSES UNLESS OTHERWISE NOTED

- **To register for a class, please email: LPAQuestions@indot.in.gov with the following information:**
 - o Name
 - o Email Address
 - o Phone
 - o Class name, date and time you would like to attend
 - o If you are attending a Basic ERC Project Development class or an ERC Recertification class, please include if you will also be attending the Bridge ERC Training class
 - You will receive a confirmation email in return
 - Although unlikely, this training schedule is subject to change. In the event of a change to a class, those registered for that class will be notified via email. Please check this document for changes prior to registering.
 - We plan to move class registration online in 2014. Before this happens, we will post another notice similar to this one with instructions, details and start date.
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Spring Classes:

- **LPA Open Panel Discussion; length: 50 mins; capacity: 168**

When: Wednesday, March 12, 2014; 10a-1050a

Where: Purdue Road School

Target Audience: Anyone: ERCs, LPAs, consultants, etc.

Panel Attendees:

- Kathy Eaton-McKalip, Director of LPA/MPO & Grant Administration
- Trevor Mills, LPA Project Manager Supervisor
- Ann Marie Bishop, LPA Grant Administrator
- April Schwering, LPA Programs Manager
- Britni Saunders, LPA Training, Policy & Guidance
- Todd Clift, Kathy Heistand, Jim Crall, Judy Elkins, and Mike Jett- INDOT Land Acquisition

Description: Join INDOT's LPA leadership team, training personnel and Land Acquisition in a 50-minute open panel discussion regarding anything related to the LPA Program from financing to program delivery to ROW to project delivery. Questions for the panel members will be solicited both prior to the panel and at panel discussion. This course is strictly elective; it does not satisfy any ERC certification requirements. Pre-registration is NOT required for this class but you must be registered for Purdue's Road School Conference to attend this class.

- **LPA Project Development Training Recertification I; length: 1 hr 50 mins; capacity: 168**

When: Wednesday, March 12, 2014; 8a-950a

Where: Purdue Road School

Target Audience: ERCs who have been in role for 2 years or less

Topics Covered:

- Quarterly Reports
- How to Effectively Assess Your Project Timeline & Funds
- How to Complete a Request for Proposals
- Consultant Contract Review

Facilitators: Various INDOT LPA subject matter experts

Description: This hands-on 2-hour course will satisfy ERC requirements for 1 year following completion. A more technical, consultant-only class will be held separately (see below). Basic ERC Training for a beginner will be held separately in Central Indiana, Northern Indiana and Southern Indiana (see below). You must also be registered for Purdue's Road School Conference to attend this class.

- **LPA Project Development Training Recertification II; length: 1 hr 50 mins; capacity: 84**

When: Wednesday, March 12, 2014; 1p-250p

Where: Purdue Road School

Target Audience: ERCs who have been in role for 2 years or more

Topics Covered:

- Quarterly Reports
- How to Effectively Assess Your Project Timeline & Funds
- Consultant Invoicing
- Consultant Contract Review

Facilitators: Various INDOT LPA subject matter experts

Description: This hands-on 2-hour course will satisfy ERC requirements for 1 year following completion. A more technical, consultant-only class will be held separately (see below). Basic ERC Training for a beginner will be held separately in Central Indiana, Northern Indiana and Southern Indiana (see below). You must also be registered for Purdue's Road School Conference to attend this class.

- **Bridge ERC Training; length: 50 mins**

When: Wednesday, March 12, 2014; 4p-450p

Where: Purdue Road School

Target Audience: ERCs who need to be certified or recertified as a Bridge ERC

Facilitators: Merrill Dougherty (INDOT), Brenda Fox (INDOT) & Britni Saunders (INDOT)

Description: Basic training for Bridge ERCs. This course will satisfy Bridge ERC Requirements for 1 year following completion. Following this class, Bridge ERC Training will be included at the beginning or end of all ERC Basic Project Development classes and ERC Recertification classes. You must also be registered for Purdue's Road School Conference to attend this class.

- **Basic LPA Project Development Training/Bridge ERC Training (for ERCs only); capacity: 150**

When: Thursday, March 20, 2014

- Basic ERC Project Development (for beginners): 10a-2p
- Bridge ERC Training: 2p-3p

Where: Warsaw Public Library: 310 E Main Street, Warsaw, IN 46580- 574.267.6011 (Parking available in library's parking lot)

Target Audience: Beginner level ERCs or anyone yet to be annually recertified from the LaPorte or Ft. Wayne districts

Description: LPA Project Basics for beginner level ERCs: this course will satisfy ERC requirements for one year following completion. Bridge ERC: this course will satisfy Bridge ERC requirements for one year following completion. Subject matter experts and district personnel will be available on-hand to answer questions and explain ERC project responsibilities.

Cost: n/a

- **Basic LPA Project Development Training/Bridge ERC Training (for ERCs only); capacity: 150**

When: Thursday, March 27, 2014

- Basic ERC Project Development Training (for beginners): 9a-1p
- Bridge ERC Training: 1p-2p

Where: Indiana Government Center South: 402 W Washington Street, Indianapolis, IN 46204- 317.232.3150

- Parking available at Eiteljorg/State Museum Garage:
 - o On Washington Street, first driveway west of West Street on the right. The garage is underground and the area that is closest to government center is the Eiteljorg area. People can exit from their stairway or elevator on ground level from the garage. (5-12 hours : \$5.00)
- For all other parking options: http://www.in.gov/idoa/files/parking_in_the_vicinity_of_igcs.pdf
 - o ****NOTE:** Parking is temporarily NOT available to the public in either the Senate or Washington Street government garages.
- Directions to Government Center: <http://www.savi.org/conference/2010images/DirectionsParking.pdf>

Target Audience: Beginner level ERCs or anyone yet to be annually recertified from the Greenfield or Crawfordsville districts

Description: LPA Project Basics for beginner level ERC: this course will satisfy ERC requirements for one year following completion. Bridge ERC: this course will satisfy Bridge ERC requirements for one year following completion. Subject matter experts and district personnel will be available on-hand to answer questions and explain ERC project responsibilities.

Cost: n/a

- **Basic LPA Project Development Training/Bridge ERC Training (for ERCs only); capacity: 150**

When: Friday, March 28, 2014

- Basic Project Development Training: 10a-2p
- Bridge ERC Training: 2p-3p

Where: Muscatatuck Urban Training Center: 4230 E Administration Dr, Butlerville, IN 47223- 812.458.8780 (Parking available in Training Center's parking lot)

Target Audience: Beginner level ERCs or anyone yet to be annually recertified from the Seymour or Vincennes districts

Description: LPA Project Basics for beginner level ERCs: this course will satisfy ERC requirements for one year following completion. Bridge ERC: this course will satisfy Bridge ERC requirements for one year following completion. Subject matter experts and district personnel will be available on-hand to answer questions and explain ERC project responsibilities.

Cost: n/a

- **Consultant Training & Updates; length: 2 hrs; capacity: 100**

When: Wednesday, April 9, 2014; 9a-11a

Where: Indiana Government Center South: 402 W Washington Street, Indianapolis, IN 46204- 317.232.3150

- Parking available at Eiteljorg/State Museum Garage:
 - o On Washington Street, first driveway west of West Street on the right. The garage is underground and the area that is closest to government center is the Eiteljorg area. People can exit from their stairway or elevator on ground level from the garage. (5-12 hours : \$5.00)
- For all other parking options: http://www.in.gov/idoa/files/parking_in_the_vicinity_of_igcs.pdf
 - o ****NOTE:** Parking is temporarily NOT available to the public in either the Senate or Washington Street government garages.
- Directions to Government Center: <http://www.savi.org/conference/2010images/DirectionsParking.pdf>

Target Audience: Consultants interested in working on LPA projects

Description: This class is specifically geared to the technical information and updates consultants need annually to stay connected to developments in the LPA project process. This course will satisfy annual consultant training requirements for 1 year following completion.

Cost: n/a

- **Consultant Training & Updates; length: 2 hrs; capacity: 100**

When: Tuesday, April 15, 2014; 9a-11a

Where: Indiana Government Center South: 402 W Washington Street, Indianapolis, IN 46204- 317.232.3150

- Parking available at Eiteljorg/State Museum Garage:
 - o On Washington Street, first driveway west of West Street on the right. The garage is underground and the area that is closest to government center is the Eiteljorg area. People can exit from their stairway or elevator on ground level from the garage. (5-12 hours : \$5.00)
- For all other parking options: http://www.in.gov/idoa/files/parking_in_the_vicinity_of_igcs.pdf
 - o ****NOTE:** Parking is temporarily NOT available to the public in either the Senate or Washington Street government garages.
- Directions to Government Center: <http://www.savi.org/conference/2010images/DirectionsParking.pdf>

Target Audience: Consultants interested in working on LPA projects

Description: This class is specifically geared to the technical information and updates consultants need annually to stay connected to developments in the LPA project process. This course will satisfy annual consultant training requirements for 1 year following completion.

Cost: n/a

Summer Classes:

- **Basic LPA Project Development Training/Bridge ERC Training/ERC Recertification (for ERCs only); capacity: 100**

When: Wednesday, May 28, 2014

- Basic Project Development Training: 10a-2p
- Bridge ERC Training: 2p-3p
- ERC Recertification: 3p-5p

Where: Warsaw Public Library: 310 E Main Street, Warsaw, IN 46580- 574.267.6011 (Parking available in library's parking lot)

Target Audience: Beginner level ERCs or anyone yet to be annually recertified from the LaPorte or Ft. Wayne districts

Description: LPA Project Basics for beginner level ERCs: this course will satisfy ERC requirements for one year following completion. Bridge ERC: this course will satisfy Bridge ERC requirements for one year following completion. ERC Recertification: A 2-hour course designed to update an experienced, recertifying ERC. This course will satisfy ERC requirements for one year following completion. Subject matter experts and district personnel will be available on-hand to answer questions and explain ERC project responsibilities.

Cost: n/a

- **Basic LPA Project Development Training/Bridge ERC Training/ERC Recertification (for ERCs only); capacity: 100**

When: Thursday, June 5, 2014

- Basic Project Development Training: 9a-1p
- Bridge ERC Training: 1p-2p
- ERC Recertification: 2p-4p

Where: Indiana Government Center South: 402 W Washington Street, Indianapolis, IN 46204- 317.232.3150

- Parking available at Eiteljorg/State Museum Garage:
 - o On Washington Street, first driveway west of West Street on the right. The garage is underground and the area that is closest to government center is the Eiteljorg area. People can exit from their stairway or elevator on ground level from the garage. (5-12 hours : \$5.00)
- For all other parking options: http://www.in.gov/idoa/files/parking_in_the_vicinity_of_igcs.pdf
 - o ****NOTE:** Parking is temporarily NOT available to the public in either the Senate or Washington Street government garages.
- Directions to Government Center: <http://www.savi.org/conference/2010images/DirectionsParking.pdf>

Target Audience: Beginner level ERCs or anyone yet to be annually recertified from the Crawfordsville or Indianapolis districts

Description: LPA Project Basics for beginner level ERCs: this course will satisfy ERC requirements for one year following completion. Bridge ERC: this course will satisfy Bridge ERC requirements for one year following completion. ERC Recertification: A 2-hour course designed to update an experienced, recertifying ERC. This course will satisfy ERC requirements for one year following completion. Subject matter experts and district personnel will be available on-hand to answer questions and explain ERC project responsibilities.

Cost: n/a

- **Basic LPA Project Development Training/Bridge ERC Training/ERC Recertification (for ERCs only); capacity: 100**

When: Week of June 9th- TBD (this document will be updated when this venue is finalized)

- Basic Project Development Training: TBA
- Bridge ERC Training: TBA
- ERC Recertification: TBA

Where: Muscatatuck Urban Training Center: 4230 E Administration Dr, Butlerville, IN 47223- 812.458.8780 (Parking available in Training Center's parking lot)

Target Audience: Beginner level ERCs or anyone yet to be annually recertified from the Seymour or Vincennes districts

Description: LPA Project Basics for beginner level ERCs: this course will satisfy ERC requirements for one year following completion. Bridge ERC: this course will satisfy Bridge ERC requirements for one year following completion. ERC Recertification: A 2-hour course designed to update an experienced, recertifying ERC. This course will satisfy ERC requirements for one year following completion. Subject matter experts and district personnel will be available on-hand to answer questions and explain ERC project responsibilities.

Cost: n/a

- **Consultant Training & Updates; length: 2 hrs; capacity: 100**

When: Tuesday, June 17, 2014; 9a-11a

Where: Indiana Government Center South: 402 W Washington Street, Indianapolis, IN 46204- 317.232.3150

- Parking available at Eiteljorg/State Museum Garage:
 - o On Washington Street, first driveway west of West Street on the right. The garage is underground and the area that is closest to government center is the Eiteljorg area. People can exit from their stairway or elevator on ground level from the garage. (5-12 hours : \$5.00)
- For all other parking options: http://www.in.gov/idoa/files/parking_in_the_vicinity_of_igcs.pdf
 - o ****NOTE:** Parking is temporarily NOT available to the public in either the Senate or Washington Street government garages.
- Directions to Government Center: <http://www.savi.org/conference/2010images/DirectionsParking.pdf>

Target Audience: Consultants interested in working on LPA projects

Description: This class is specifically geared to the technical information and updates consultants need annually to stay connected to developments in the LPA project process. This course will satisfy annual consultant training requirements for 1 year following completion.

Cost: n/a

- **Consultant Training & Updates; length: 2 hrs; capacity: 100**

When: Tuesday, June 24, 2014; 9a-11a

Where: Indiana Government Center South: 402 W Washington Street, Indianapolis, IN 46204- 317.232.3150

- Parking available at Eiteljorg/State Museum Garage:
 - o On Washington Street, first driveway west of West Street on the right. The garage is underground and the area that is closest to government center is the Eiteljorg area. People can exit from their stairway or elevator on ground level from the garage. (5-12 hours : \$5.00)
- For all other parking options: http://www.in.gov/idoa/files/parking_in_the_vicinity_of_igcs.pdf
 - o ****NOTE:** Parking is temporarily NOT available to the public in either the Senate or Washington Street government garages.
- Directions to Government Center: <http://www.savi.org/conference/2010images/DirectionsParking.pdf>

Target Audience: Consultants interested in working on LPA projects

Description: This class is specifically geared to the technical information and updates consultants need annually to stay connected to developments in the LPA project process. This course will satisfy annual consultant training requirements for 1 year following completion.

Cost: n/a

Fall Classes:

- **Basic LPA Project Development Training/Bridge ERC Training/ERC Recertification (for ERCs only); capacity: 100**

When: Thursday, October 16, 2014

- Basic Project Development Training: 10a-2p
- Bridge ERC Training: 2p-3p
- ERC Recertification: 3p-5p

Where: Warsaw Public Library: 310 E Main Street, Warsaw, IN 46580- 574.267.6011 (Parking available in library's parking lot)

Target Audience: Beginner level ERCs or anyone yet to be annually recertified from the LaPorte or Ft. Wayne districts

Description: LPA Project Basics for beginner level ERCs: this course will satisfy ERC requirements for one year following completion. Bridge ERC: this course will satisfy Bridge ERC requirements for one year following completion. ERC Recertification: A 2-hour course designed to update an experienced, recertifying ERC. This course will satisfy ERC requirements for one year following completion. Subject matter experts and district personnel will be available on-hand to answer questions and explain ERC project responsibilities.

Cost: n/a

- **Basic LPA Project Development Training/Bridge ERC Training/ERC Recertification (for ERCs only); capacity: 100**

When: Tuesday, October 21, 2014

- Basic Project Development Training: 9a-1p
- Bridge ERC Training: 1p-2p
- ERC Recertification: 2p-4p

Where: Indiana Government Center South: 402 W Washington Street, Indianapolis, IN 46204- 317.232.3150

- Parking available at Eiteljorg/State Museum Garage:
 - o On Washington Street, first driveway west of West Street on the right. The garage is underground and the area that is closest to government center is the Eiteljorg area. People can exit from their stairway or elevator on ground level from the garage. (5-12 hours : \$5.00)
- For all other parking options: http://www.in.gov/idoa/files/parking_in_the_vicinity_of_igcs.pdf
 - o ****NOTE:** Parking is temporarily NOT available to the public in either the Senate or Washington Street government garages.
- Directions to Government Center: <http://www.savi.org/conference/2010images/DirectionsParking.pdf>

Target Audience: Beginner level ERCs or anyone yet to be annually recertified from the Crawfordsville or Indianapolis districts

Description: LPA Project Basics for beginner level ERCs: this course will satisfy ERC requirements for one year following completion. Bridge ERC: this course will satisfy Bridge ERC requirements for one year following completion. ERC Recertification: A 2-hour course designed to update an experienced, recertifying ERC. This course will satisfy ERC requirements for one year following completion. Subject matter experts and district personnel will be available on-hand to answer questions and explain ERC project responsibilities.

Cost: n/a

- **Basic LPA Project Development Training/Bridge ERC Training/ERC Recertification (for ERCs only); capacity: 100**

When: Week of October 20th - TBD (this document will be updated when this venue is finalized)

- Basic Project Development Training: TBA
- Bridge ERC Training: TBA
- ERC Recertification: TBA

Where: Muscatatuck Urban Training Center: 4230 E Administration Dr, Butlerville, IN 47223- 812.458.8780 (Parking available in Training Center's parking lot)

Target Audience: Beginner level ERCs or anyone yet to be annually recertified from the Seymour or Vincennes districts

Description: LPA Project Basics for beginner level ERCs: this course will satisfy ERC requirements for one year following completion. Bridge ERC: this course will satisfy Bridge ERC requirements for one year following completion. ERC Recertification: A 2-hour course designed to update an experienced, recertifying ERC. This course will satisfy ERC requirements for 1 year following completion. Subject matter experts and district personnel will be available on-hand to answer questions and explain ERC project responsibilities.

Cost: n/a

- **Consultant Training & Updates; length: 2 hrs; capacity: 100**

When: Wednesday, November 12, 2014; 9a-11a

Where: Indiana Government Center South: 402 W Washington Street, Indianapolis, IN 46204- 317.232.3150

- Parking available at Eiteljorg/State Museum Garage:
 - o On Washington Street, first driveway west of West Street on the right. The garage is underground and the area that is closest to government center is the Eiteljorg area. People can exit from their stairway or elevator on ground level from the garage. (5-12 hours : \$5.00)
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Target Audience: Consultants interested in working on LPA projects

Description: This class is specifically geared to the technical information and updates consultants need annually to stay connected to developments in the LPA project process. This course will satisfy annual consultant training requirements for 1 year following completion.

Cost: n/a

- **Consultant Training & Updates; length: 2 hrs; capacity: 100**

When: Thursday, November 13, 2014; 9a-11a

Where: Indiana Government Center South: 402 W Washington Street, Indianapolis, IN 46204- 317.232.3150

- Parking available at Eiteljorg/State Museum Garage:
 - o On Washington Street, first driveway west of West Street on the right. The garage is underground and the area that is closest to government center is the Eiteljorg area. People can exit from their stairway or elevator on ground level from the garage. (5-12 hours : \$5.00)
- For all other parking options: http://www.in.gov/idoa/files/parking_in_the_vicinity_of_igcs.pdf
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Target Audience: Consultants interested in working on LPA projects

Description: This class is specifically geared to the technical information and updates consultants need annually to stay connected to developments in the LPA project process. This course will satisfy annual consultant training requirements for 1 year following completion.

Cost: n/a