



**TRANSIT TIDBITS**  
**Issue 148 JULY 2024**

**THOUGHT FOR THE MONTH**  
**OF JULY 2024**

**In a world where you can be anything, just be kind**



**TENTATIVE BOARD MEETING DATES**

July 22<sup>nd</sup> and 23<sup>rd</sup> ZOOM Meeting

**TRAINING UPDATE**

Contact Information  
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We are looking at potential PASS training classes in August or September to be held in north central North Dakota. Exact dates and location TBD.

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Are you or someone from your agency interested in becoming a PASS trainer? CTAA now offers PASS - Train the Trainer certification 100% online. It's never been easier to become a PASS trainer.

If you have drivers/staff in need of training or re-certification and would like to inquire about or schedule a class, please contact Rod using the information listed above.

## **FALL CONFERENCE September 13, 2024, through September 18, 2024**

Jacque Senger, Executive Director

The Holiday Inn Rapid City Downtown-Convention Center in Rapid City, SD is hosting our DTA Conference for 2024. Their phone number **605-348-4000**. Our rooms have been blocked off so please make your reservations now.

We are only 8 weeks before another GREAT DTA CONFERENCE BEGINS. See you all there!

## **GRANT WRITING USA TEAM**

Terry Hoffman, Co-Executive Director

Community Transit of  
Watertown/Sisseton, Inc.



Sudie Bamneau, Instructor

Writing successful grants can be challenging, but when you pull the mask off the big hairy grant writing monster it's just a big stack of steps and processes. Once you master these, you will have a reliable framework for success.

Writing successful and winning grants is a skill that requires practice to master. Community Transit grant writers have participated in large applications teaming with other transit projects, written grants on our own and have written many smaller grants to local foundations. All can be challenging when staring at a blank sheet of paper.

“I have been to several grant writing classes, some large, others small. But all productive and enlightening,” said CTWSI Co-Director Terry Hoffman. “We have started expanding the grant writing duties to include other staff.” Hoffman, along with dispatcher and administrative assistant Sue Trively, had the opportunity last month to attend two such classes regarding. The class in Pierre was a two-day event hosted by the Grant Writing USA team led by Sudie Bamneau. The event was held at the George S. Mikkelson Criminal Justice Center in Pierre.

“Sudie was excellent and made me want to dive in and start writing,” said Trively. “She was a wealth of information. She had done it all. She had researched and written grants and now reads grants.”



## Terry Hoffman and Sue Trively

Trively has not yet written a grant but will soon be putting skills to work on local applications. CTWSI Lead dispatcher Tara Maifield began writing grants to the Watertown Area Community Foundation in 2023 and has been very successful. Those grants typically are for \$2,000 to \$2,500 each. Those dollars are used to fund rides for clients traveling to and from employment opportunities.

“I asked Tara to help with a small grant one day and she was successful winning \$2,000 to provide rides for clients of Brothers and Sisters Behind Bars to their jobs,” said Hoffman. “She has won like six in a row now.” They may be small by dollar amount, but very important to the riders.

As business continues to increase, office staff is forced to take on duties, not necessarily on their current job descriptions. Trively will get the opportunity to show off her skills soon. CTWSI is planning on several grants in the next fiscal year.

“It’s exciting to learn and to take on new challenges,” said Trively. “We went to a second training put on by the South Dakota and Watertown Area Community Foundations. The information we received

there was beneficial. I’m excited to get started.

Both will have plenty of opportunities in the future to put their talents on display. There is never a shortage of funding opportunities. Part of the appeal to tackling this challenge is seeing the result in action.

“Witnessing first-hand the number of people positively affected by the outcome is exciting,” said Maifield. “Finding fresh ways to present the information to the grant readers can be challenging.

## CONSTRUCTION WOES

Terry Hoffman, Co-Executive Director  
Community Transit of  
Watertown/Sisseton, Inc.

Another day, another first in this wonderful world of public transit. The long-awaited expansion of our Milbank facility began in the spring and was going quite well. Holton Engineering was providing the AE services for the project along with our smaller remodels in Britton and Webster. Project engineer and owner Larry Holton passed away on May 18 putting the future of the CTWSI projects and his company in question.

With no other engineer on staff, the remaining employees can no longer perform tasks requiring a professional engineer’s stamp of approval. The remaining staff had to change the name of the company to reflect the new status and are now known as Holton Land Surveying and Design.

Following discussions between CTWSI, Holton Surveying and Design and the SDDOT, the decision was made to relieve Holton Land Surveying and Design of their duties on the Milbank project. This means CTWSI has taken on the duties of construction administration and the SDDOT will continue to do its monitoring and inspections as required.



AE services are now being sought to complete the remodel projects in Britton and Webster. Holton can no longer perform those duties either. The SDDOT provided a list of firms in the region whose services have been secured in the past. Those companies must return a questionnaire sent out this week and provide quotes for the remaining work in both locations.

The work to be done at the latter two locations is not large in volume, but still requires the AE services to complete the work according to federal guidelines. So now we wait to see what happens in the next week. It won't be boring.



**Tidbit Articles:**

Please contact me with articles for your agency.

**Recycle:**

Please share your Transit Tidbit with your staff and any interested persons.

**Address:**

Directors, please check with your bookkeepers as well as the rest of your staff to assure they have the correct DTA Mailing Address.

Thanks to all!



Jacquie Senger, Executive Director, DTA

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