Dear Project Construct Participants,

We are so happy you will be with us for upcoming Project Construct Training. I hope you are staying safe and well! Project Construct is committed to providing you with a safe environment as well as a high-quality professional development experience. Utilizing the directives we have been given from the health department, we are passing on their recommendations to you so you can be prepared and feel comfortable throughout the training.

1. Please call to reschedule your training if you are not feeling well!
2. Please wear a mask during training sessions. (Some areas of the state are mandated to wear them.)
3. Please wash your hands upon entering the training facility.
4. Please bring the following items to the training to reduce cross contamination: hand sanitizer, writing implements, sticky notes and a highlighter.
5. Please provide your own snack and beverages. Sharing is highly discouraged!
6. **Please practice social distancing at all times!** Tables will be set up to meet the needs of 2 participants per table.
7. Materials provided will be packaged for individual use. Please refrain from sharing or touching other’s materials.
8. Please bring your own widgets if you need them to feel comfortable and engaged.

We are committed to keeping you safe and well-trained. Because we are coming from many different areas and experiences we are erring on the side of extreme caution and ask you to follow these guidelines during training sessions.

Looking forward to seeing you all soon,

Project Construct