

Funding Walkable and Bike Friendly Communities

May 2016

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NJ APA CM Course Approved

Co-Sponsored by:



Agenda

- Welcome
- Sustainable Jersey Actions Related to Walkable and Bike Friendly Communities
- New Jersey Department of Transportation Funding Opportunities
- Strategies and Tips for Preparing a Grant Application
- Technical Support

Questions Welcomed!

Sustainable Jersey



Sustainable Jersey identifies actions to help towns and schools become more sustainable



Provides tools, resources, and guidance to make progress

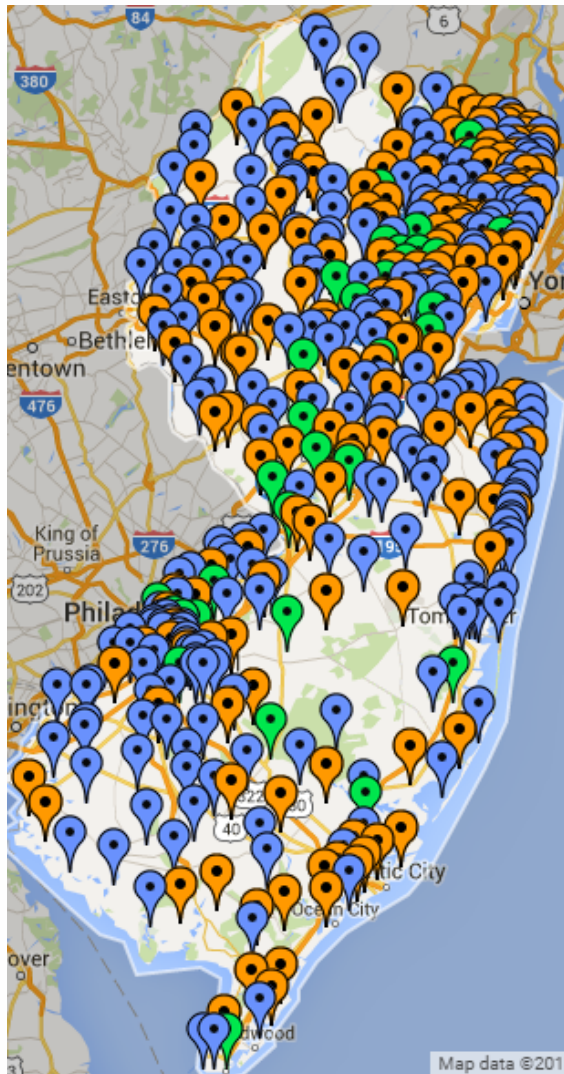


Provides access to grants and funding for participating communities



Municipal

Schools



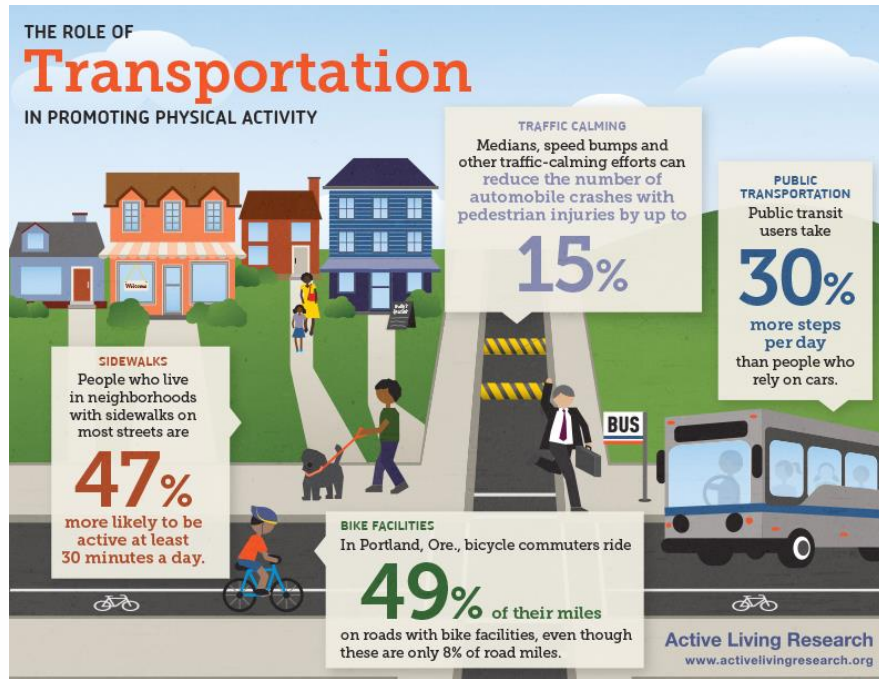
434: 193 Certified



176 (D)/448(S): 59 Certified

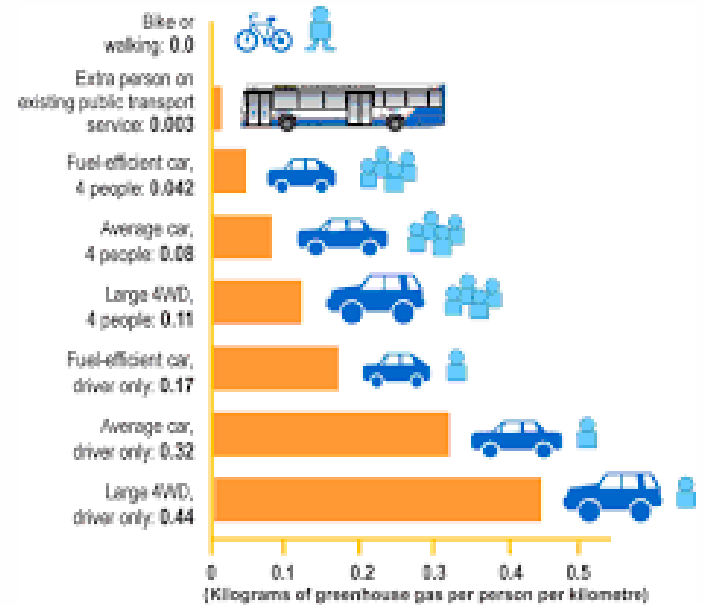
**Sustainable
Jersey
Program
Participants**

Three Pillars of Sustainability



PEOPLE

PROSPERITY



PLANET



Active Transportation Related Actions



- Bicycle and Pedestrian Audit and Plan
- Safe Routes to School
- Adopt a Complete Streets Policy
- Institute Complete Streets



- Safe Routes to School District Policy
- School Travel Plan for Walking and Biking
- Pedestrian and Bicycle Awareness and Safety Programs

Technical Assistance Available

- Sustainable Jersey action texts
- NJ Dept. of Transportation Local Technical Assistance Program
- Metropolitan Planning Organizations (MPOs)
- Transportation Management Associations (TMAs)
- NJ Bicycle and Pedestrian Resource Center
- NJ Safe Routes to School Resource Center

For More Information

- Visit websites at...
 - www.sustainablejersey.com
 - www.sustainablejerseyschools.com
- Email...
 - info@sustainablejersey.com
 - schools@sustainablejersey.com
- Call...
 - Samantha McGraw 609-771-2938
 - Veronique Lambert 609-771-3427



Funding for NJ Pedestrian/Bicycle Infrastructure Projects 2016



Grant Training Agenda

- Grant Resources
- Federal Aid Programs
- Safe Routes to School (SRTS)
- Transportation Alternative Program (TAP)
- State Grant & Technical Assistance Resources
- Grant Tips & Strategies
- Review of the Applications – SRTS and TAP
- Q & As

Grant Resources

State Funding Programs
Municipal Aid
County Aid
Local Bridges
Safe Streets to Transit
Transit Village
Bikeways
Local Aid Infrastructure Fund
Safe Corridors Highway Safety Funds

Federal Funding Programs
Local Lead
Transportation Alternatives Program (TAP)
Safe Routes to School (SRTS)
Local Safety/High Risk Rural Roads Program
Emergency Relief
High Priority Projects
Transportation and Community System Preservation

Grant Resources

State Funding Programs

Municipal Aid

County Aid

Local Bridges

Safe Streets to Transit

Transit Village

Bikeways

Local Aid Infrastructure
Fund

Safe Corridors Highway
Safety Funds

Federal Funding Programs

Local Lead

**Transportation Alternatives
Program (TAP)**

Safe Routes to School (SRTS)

Local Safety/High Risk Rural Roads
Program

Emergency Relief

High Priority Projects

Transportation and Community
System Preservation

Federal Aid Programs

SAFETEA-LU: Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users

- 2005-2009 with extensions from 2010-2012
- Establishes the Safe Routes to School Program

MAP-21: Moving Ahead for Progress in the 21st Century

- 2013-2014
- Combines Safe Routes to School, Transportation Enhancements and Recreational Trails
- 80/20 Match (covered by NJDOT)



FAST Act: Fixing America's Surface Transportation

- 2015-2016
- Eligible funds are mostly the same with a few exceptions

2014 Federal Funding for NJ

Program	Number of Applications	Requested Amount	Number of Grants	Programmed Amount
Safe Routes to Schools	141	\$43.0M	24	\$5.587M
Transportation Enhancements	146	\$97.0M	28	\$15.47M

Note: Transportation Enhancements also includes the Transportation Alternatives Program

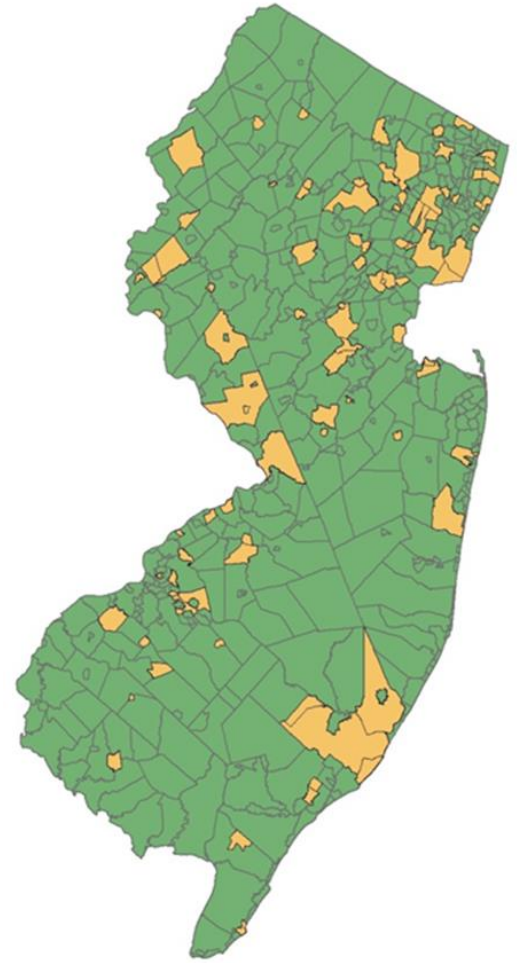
Federal SRTS Funding for NJ

FY 2005	\$1 million
FY 2006	\$2.4 million
FY 2007	\$3.3 million
FY 2008	\$4.1 million
FY 2009	\$5.1 million
FY 2010	\$5.1 million
FY 2011	\$5.6 million
FY 2012	\$4.7 million
FY 2013	\$5.6 million
FY 2014	\$5.6 million
<i>TOTAL</i>	<i>\$42.5 million</i>



5 Rounds of SRTS Grants in NJ

- 153 grants
- \$25.6 million
- 116 towns, 232 schools
- Projects in all 21 counties
- \$7 million in statewide programs
 - NJ SRTS Resource Center
 - NJ SRTS Coordinators, events



2014 NJ SRTS Infrastructure Grants

Projects include installation of: ADA compliant sidewalks, bike paths, striping, signage, lighting, signals, traffic calming improvements, etc.

Example Project Highlights:

Garfield	Sidewalk, crosswalks, curb ramps, speed tables and signage
Hightstown	Extension of sidewalk from schools to bike path
Princeton	Updated pedestrian buttons with audible alerts at key intersections
Mine Hill	Curb and sidewalk along Route 46 to the Canfield Avenue School
Vineland	Curb ramps, striping, signage



Safe Routes to School (SRTS)

Who is eligible to apply?

- Municipalities and Counties
- School districts and schools
- One application only

What projects are eligible?

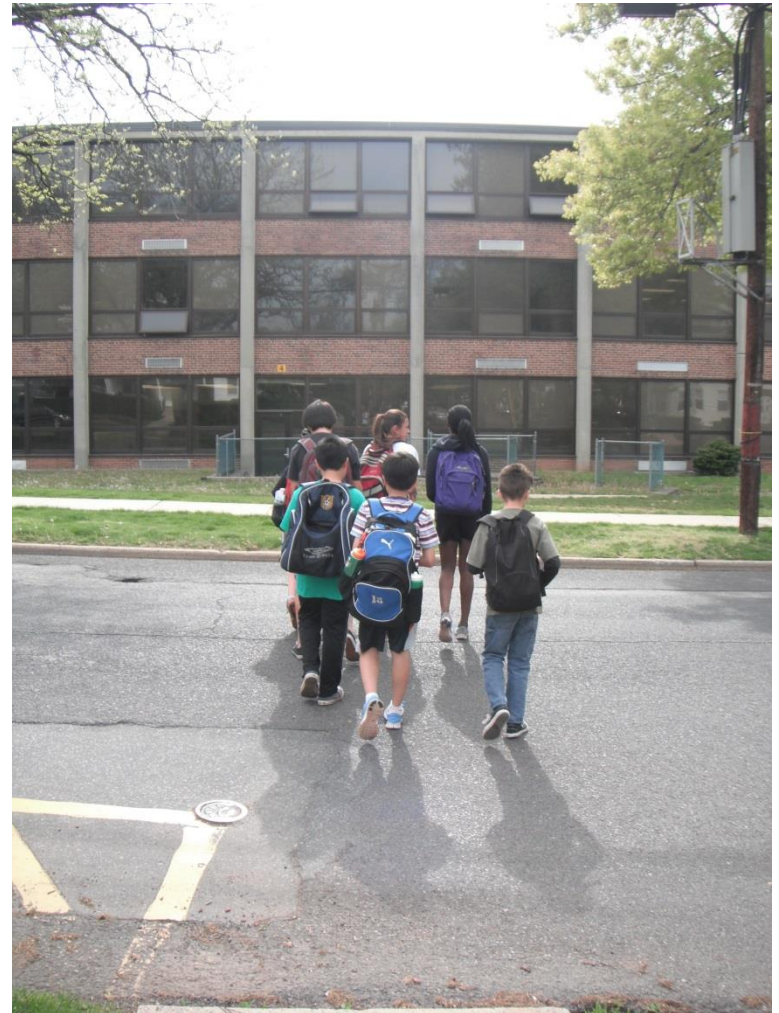
- Projects to encourage and enable children in grades K-8 to walk and bicycle to school
- Must be within 2 miles of a K-8 school
- Infrastructure projects only
- Construction only
- Design assistance for eligible disadvantaged communities



Safe Routes to School (SRTS)

Required Criteria:

- Within 2 miles of a K-8 school
- Support from school board AND municipality
- Potential to improve safety
- Potential to increase students walking or biking to school
- Student Arrival and Departure Travel Mode Tallies for all grades of the school (within **TWO** years of application date).



Safe Routes to School (SRTS)

Extra consideration given:

- Connects to existing bike or pedestrian networks
- Ongoing activities to promote walking and biking
- Participation in NJ SRTS Program
- RR crossings or highway ramps will be fixed
- Performance measures
- Construction-ready projects
- Supporting documentation such as crash records, speed surveys, survey results, photos, maps, etc.
- Good record on past grants



Safe Routes to School

Extra points for:

- Urban Aid and Schools Development Authority Communities
- Project is included in a Municipal Master Plan or School Travel Plan
- Complete Streets Policy
- School Wellness Policy that includes supportive walking and bicycling to school language
- Demonstrating commitment – Bronze, Silver, Gold SRTS Recognition Program, etc.



Safe Routes to School

NJDOT wants to see:

- Partnerships/Agreements
- Comprehensive Approach



Safe Routes to School

SRTS Design Assistance Program: Program Highlights

- 1 year pilot program with an option to extend to two years
- 2012 and 2014 SRTS grant recipients are eligible
- A pool of consultants - info is posted on NJDOT website at <http://www.state.nj.us/transportation/business/localaid/srts.shtm>
- Disciplines limited to highway and traffic engineering
- \$125,000 cap on fee proposals



Safe Routes to School

SRTS Design Assistance Program: Program Highlights

- Local Public Agency (LPA) enters into agreement directly with consultant and must evaluate consultant's performance at the completion of the contract.
- Use of consultant pool is not mandatory.
- LPA must follow quality based selection process to be eligible for federal aid design funds if a consultant from the pool is not used.



Safe Routes to School

SRTS Design Assistance Program: Program Benefits

- Simplified procurement process
- Shortened time and reduced costs
- Improved quality and performance
- Quicker review times
- Improved compliance with Federal and State procurement requirements



Safe Routes to School

SRTS Design Assistance Program: Establishment of Consultant Pool

- NJDOT issues RFP using NJDOT procurement process and prequalified consultants.
- NJDOT evaluates, ranks and selects a pool of qualified design consultants.
- Current pool of consultants includes:
 - IH Engineers
 - Michael Baker International
 - Parsons Brinckerhoff, Inc.
 - RBA Group, Inc.



Transportation Alternatives Program (TAP)

What is TAP?

- Established in 2012 under MAP-21 and continues under FAST
- \$13.2 programmed in FY 2016
- Includes much of what was formally Transportation Enhancements, Safe Routes to School and Recreational Trails
- 50% of NJ's TAP funds are sub-allocated based on population – through NJ's Metropolitan Planning Organizations (MPOs)
- Requires a competitive project selection process



***Hudson River
Waterfront Walkway***



Transportation Alternatives Program (TAP)

- MAP-21 and FAST Act permit the use of carryover SAFETEA-LU funds.
- NJ maintains separate Safe Routes to School and Transportation Alternatives programs.
- Request for applications, project selection and funding are administered jointly by NJDOT and NJ's three MPOs.
- Target project: Non-traditional transportation related projects



Transportation Alternatives Program (TAP)

What are TAP projects?

- Community-based
- Transportation projects (land & water)
 - Expands travel choice
 - Strengthens local economy
 - Improve quality of life
 - Protect the environment
- \$150,000 – 1 million



Transportation Alternatives Program (TAP)

Who is eligible to apply?

- Local Governments
- School districts or schools
- **Non profits are now eligible under FAST Act**
- Regional Transportation Authorities
- Transit Agencies
- Natural resource or public land agencies
- Tribal Governments
- Any other local or regional governmental entity with responsibility for oversight of transportation (other than an MPO or State Agency)



Transportation Alternatives Program (TAP)

What is **NOT** included in TAP?

Four previously eligible activities are **NOT** included under the FAST Act:

1. Pedestrian and bicycle safety and education programs
2. Acquisition of scenic or historic easements and sites
3. Scenic or historic highway programs including tourist and welcome centers
4. Establishment of transportation museums



Transportation Alternatives Program (TAP)

What is NOT covered in this round of TAP?

The Recreational Trails Program is managed by the NJ Department of Environmental Protection (NJDEP).

Recreation Trails grant application deadline is May 15, 2016



Transportation Alternatives Program (TAP)

7 Eligible Categories :

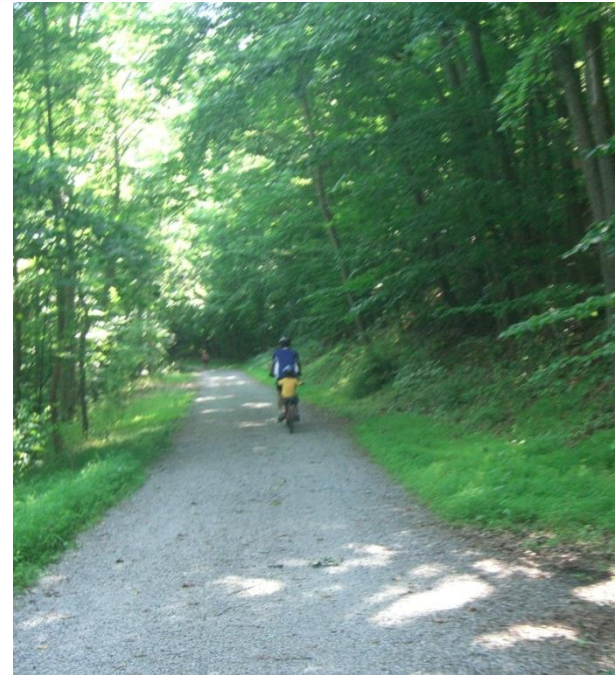
- Provision of facilities for bikes and pedestrians
- Landscaping and other scenic beautification
- Historic preservation
- Rehabilitation of historic transportation buildings, structures and facilities (including historic RR facilities and canals)



Transportation Alternatives Program (TAP)

Eligible Categories:

- Preservation of abandoned RR corridors (including conversion to pedestrian and bike trails – transportation element)
- Environmental mitigation to address water pollution due to highway runoff
- Mitigation to reduce vehicle – caused wildlife mortality while maintaining habitat connectivity



Transportation Alternatives Program (TAP)

Selection Criteria:

- Local maintenance commitment
- Municipal Resolution of Support
- Economic and/or tourism benefits
- Promotes the use of non-motorized (active) transportation
- Benefits quality of life, the community or the environment



Transportation Alternatives Program (TAP)

Selection Criteria (continued):

- Part of a larger transportation, land use or economic development plan.
- Enhances, preserves or protects historical resources.
- Urgency. Is it possible the resource could be lost?



Transportation Alternatives Program (TAP)

Selection Criteria (cont.) -

Extra points & consideration for:

- Designated Centers
- Transit Villages
- Municipalities with Complete Streets policies
- Construction-ready
- Project award and close-out performance



Authorization of Federal Aid Funds

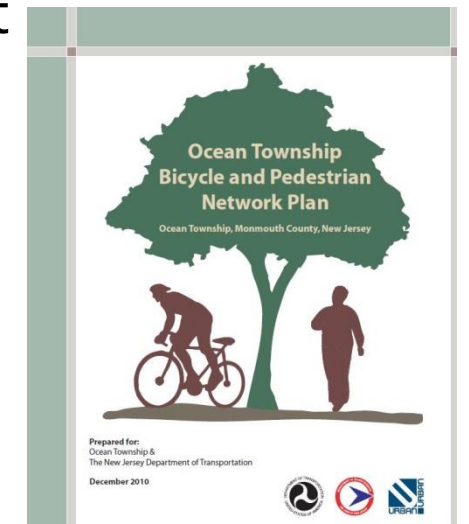
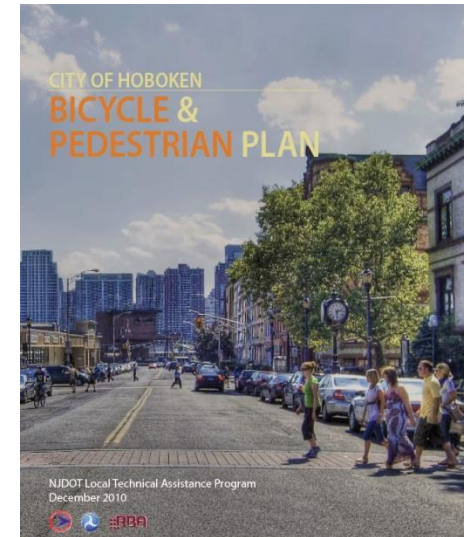
- Grants are supported by both NJDOT and the 3 NJ MPOs.
- Funds are provided on a reimbursement basis.
- Costs incurred prior to authorization of funds are NOT eligible for reimbursement.
- Project must receive authorization within 2 years of notification of project selection.
- NJDOT serves as the pass-through.
 - As the direct recipient of federal funds, NJDOT is responsible for ensuring project sponsors comply with applicable federal laws and regulations.
 - NJDOT is responsible for ensuring project sponsors have adequate project delivery systems and internal financial controls to manage federal funds.



Other NJDOT Programs

Bike/Pedestrian Planning Assistance

- Plans in 75+ towns
- On-call consultants for variety of projects:
bicycle and pedestrian circulation studies,
pedestrian safety assessments, trail feasibility
studies, bikeway plans, crosswalk improvement
plans, etc.



Grant Resources

State Funding Programs

Municipal Aid

County Aid

Local Bridges

Safe Streets to Transit

Transit Village

Bikeways

Local Aid Infrastructure Fund

Safe Corridors Highway Safety Funds

Federal Funding Programs

Local Lead

Transportation Alternatives Program (TAP)

Safe Routes to School (SRTS)

Local Safety/High Risk Rural Roads Program

Emergency Relief

High Priority Projects

Transportation and Community System Preservation

System for Administering Grants Electronically - SAGE

SRTS Grant Applications are due June 27, 2016

IntelliGrants - Windows Internet Explorer - [InPrivate]

https://enterprisegrantapps.state.nj.us/NJSAGE/Login.aspx?APPTHEME=NJSAGE

IntelliGrants

STATE OF NEW JERSEY
SAGE
System for Administering Grants Electronically

Helpful Links

- [SAGE Help Desk and Support Services](#)
- [Search programs available through SAGE](#)
- [View System Requirements](#)
- [Request Access to SAGE](#)
- [Reset Your Password](#)

Welcome to the State of New Jersey System for Administering Grants Electronically (SAGE)

This is the State of New Jersey's grant management system. This system requires authorization for access. If you do not have a username and password please click the **New User** link to request access to the site.

LOGIN

Username

Password

LOGIN

[New User?](#) [Forgot Password?](#)

NOTE: Counties and municipalities are already established SAGE user agencies. New user access is established by your agency's officials in [DCA SAGE](#).

ONLY Counties and Municipalities should contact the NJDCA help desk to make any necessary changes.

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SRTS Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

1. Resolutions of Support

- Must be signed and passed within ONE year of the solicitation date.
- Include resolutions from governing body **AND** Board of Education/School Board **AND** owner of public right-of-way (e.g. county).
- If on a state road contact the Office of Bike Ped at NJDOT.

Resolution of Support for SRTS Project



[Municipality of New Jersey]

Resolution #123-45678

April 1, 2014

**"Support Submission of Application for New Jersey
Department of Transportation [*Safe Routes to
School or Transportation Alternatives*] Program"**

WHEREAS, *[municipality]* is applying for funding to conduct *[type of project]* along the school route for *[name of school]* and *[name of school, etc.]* *[or type of transportation alternatives project]* within *[municipality]*; and

WHEREAS, the project will help to continue and improve the promotion and encouragement of pedestrian and bicycle access and safety for *[school children, residents, commercial district, etc.]* ; and

WHEREAS, maintenance of the facility, once constructed, will be assumed by *[municipality]* with the exception of (1) local ordinances that places maintenance responsibility with each individual property owner, and (2) those crosswalks on State or County Highways;

NOW, THEREFORE BE IT RESOLVED, by the Council of *[municipality]* that it hereby supports the submission of a grant application for the *[Safe Routes to School Program or Transportation Alternatives Program]* within the State of New Jersey Department of Transportation and authorizes the Mayor, Manager and the Municipal Clerk to execute any and all documents necessary and related to the submission of said grant application or grant agreement.

Sample
Resolution of
Support
from
Municipality

Available on
[saferoutesnj.org/
funding](http://saferoutesnj.org/funding)

Resolution of Support for SRTS Project

RESOLUTION OF THE BOARD OF EDUCATION OF (Name of School District)
SCHOOL DISTRICT

SUPPORTING THE (Name of Municipality)
SAFE ROUTES TO SCHOOL PROJECT AND THE APPLICATION FOR SAFE ROUTES TO
SCHOOL FUNDING TO MAKE INFRASTRUCTURE IMPROVEMENTS
THAT WILL IMPROVE THE WALKING AND BIKING ENVIRONMENT FOR STUDENTS

WHEREAS, it is our understanding that (Name of Municipality) proposes (description of the
Safe Routes Project), and

WHERE AS, this project serves school walkers and bicyclists on the route to the school; and

WHEREAS, this Safe Routes to School Project will provide a much needed safety improvement
in the area and will clearly provide a much safer transportation experience for student walkers
and bike riders, as well as students with disabilities and the general population of pedestrians and
bicyclists in (Name of Municipality); and

WHEREAS, the project will make the route to one of the District's schools, much safer; and

WHEREAS, it is our belief that the proposed activities are consistent with the goals of the Safe
Routes to Schools program and the policies of the (Name of School District) School District, and
that funding this project would provide a significant opportunity for the (Name of Municipality)
to improve student safety in the (Name of Municipality).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF (Name of
School District) SCHOOL DISTRICT AS FOLLOWS:

The (Name of School District) School District fully supports the (Name of Municipality)'s
efforts in seeking New Jersey Department of Transportation Safe Routes to Schools funds and
will collaborate to support the goals of the project, namely, to improve safety, encourage walking
and biking to school, and to improve the walking and biking environment for students of the
district and other users of the routes.

Sample
Resolution of
Support
from School
Board

Available on
[saferoutesnj.org/
funding](http://saferoutesnj.org/funding)

SRTS Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

2. Maintenance Commitment

- Applicant must certify continual ownership and maintenance of the project.
- Letter/resolution must be dated within ONE year of solicitation date and signed.

SRTS Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

3. Responsible Charge

- Provide name, title and employer of the person who will be in charge of the project.
- Must be a full-time employee of the applicant.
- Cannot be a consultant

SRTS Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

4. Distance to School(s)

- Project must be within TWO miles of a K-8 school(s).
- Include a map showing locations of the project and school(s) affected by the project, showing the distance between each.
- Google map tutorial on saferoutesnj.org/funding

SRTS Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

5. SRTS Student Arrival and Departure Tallies

- Tallies track how children get to and from school, including the # of students walking and biking to and from school and results provide baseline information.
- Tallies from each affected school must be completed within TWO years of solicitation date.
- Tallies from each grade level of the school.
- Attach tabulated summaries of tallies or confirmation from the NJ SRTS Resource Center that tallies were submitted.

Student Arrival and Departure Tallies

Safe Routes to School Students Arrival and Departure Tally Sheet

+ CAPITAL LETTERS ONLY – BLUE OR BLACK INK ONLY +										
School Name:			Teacher's First Name:			Teacher's Last Name:				
Grade: (PK,K,1,2,3...)		Monday's Date (Week count was conducted)		Number of Students Enrolled in Class:						
<div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>		<div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>		<div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>						
0 2		M M D D Y Y Y Y		1 5						
<p>• Please conduct these counts on two of the following three days Tuesday, Wednesday, or Thursday. (Three days would provide better data if counted)</p> <p>• Please do not conduct these counts on Mondays or Fridays.</p> <p>• Before asking your students to raise their hands, please read through all possible answer choices so they will know their choices. Each Student may only answer once.</p> <p>• Ask your students as a group the question "How did you arrive at school today?"</p> <p>• Then, reread each answer choice and record the number of students that raised their hands for each. Place just one character or number in each box.</p> <p>• Follow the same procedure for the question "How do you plan to leave for home after school?"</p> <p>• You can conduct the counts once per day but during the count please ask students both the school arrival and departure questions.</p> <p>• Please conduct this count regardless of weather conditions (i.e., ask these questions on rainy days, too).</p>										
Step 1. Fill in the weather conditions and number of students in each class			Step 2. AM – "How did you arrive at school today?" Record the number of hands for each answer. PM – "How do you plan to leave for home after school?" Record the number of hands for each answer.							
Key	Weather	Student Tally	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other	
	S= sunny R= rainy O=overcast SN=snow	Number in class when count made	-	-	-	Only with Children from your family	Riding with children from other families	City bus, subway, etc.	Skate-board, scooter, etc.	
Sample AM	S N	2 0	2	3	8	3		3	1	
Sample PM	R	1 9	3	3	8	1	2	2		
Tues. AM										
Tues. PM										
Wed. AM										
Wed. PM										
Thurs. AM										
Thurs. PM										
Please list any disruptions to these counts or any unusual travel conditions to/from the school on the days of the tally.										



SRTS Grant Application

Application must include:

- Type of improvement:

Infrastructure/Engineering		Popular Project Types
<input type="checkbox"/>	Bikeways	On-Street Bike Lanes, Off-Road Bike Paths, Bike Route, Bicycle Parking
<input type="checkbox"/>	Pedestrian Safety	Sidewalks, ADA Curb Ramps, Crosswalks, Pedestrian Crossing Signs, Pedestrian Push-buttons/Signal Heads
<input type="checkbox"/>	Pedestrian Safety/Bikeways	School Zone Delineation, Driver Feedback Signs, Traffic Calming, etc.

- Project Information:
 - Project Title (100 Characters)
 - County
 - Municipality

SRTS Grant Application - Sections

School Information:

- School name, address, zip, school district
- Completed for each school included in the project



School Designated Lead Coordinator:

- Contact name, Title, Organization, Phone #, Email
- Completed for each school included in the project

Is the school part of a shared school district?(Y/N)

✓ If yes, identify additional municipalities

SRTS Grant Application - Sections

School Information continued:

- Grade Levels at the school
- Student Population
- Number or percentage of students who currently:
 - Walk to School
 - Bike to School
 - Ride the Bus
 - Drop off/other
- Number of students living within 2 miles of the school
- Number of students expected to benefit from the project
- Is courtesy/hazard busing provided? (Y/N)
- Is school district a Schools Development Authority district? (Y/N)
- Is school located in an Urban Aid Community? (Y/N)



SRTS Grant Application - Sections

Demonstrated Commitment :

- Has the community participated in the NJ SRTS Program at least at the Bronze level for the past two years? (Y/N)
 - ✓ If yes, attach recognition certificate, press release or listing on saferoutesnj.org.
- Has the need for the project been identified in a School Travel Plan? (Y/N)
 - ✓ If yes, attach plan and indicate relevant pages
- Does the school(s) have a written policy supporting walking and bicycling to school? (Y/N)
 - ✓ If yes, attach policy and/or handbook and indicate relevant pages
- Is biking and walking to school encouraged in a School Wellness Policy? (Y/N)
 - ✓ If yes, attach policy and indicate relevant pages

SRTS Grant Application - Sections

Demonstrated Commitment (continued):

- Has the municipality passed a Complete Streets policy? (Y/N)
 - ✓ If yes, attach the policy or listing on njbikeped.org
- Have they initiated or participated in any programs to encourage or support walking and bicycling to school? (Y/N)
 - ✓ If yes, provide a description and date:(2,500 characters)
 - Emphasize recently implemented programs (2 years)
 - Describe programs clearly
- Have they planned or plan to make physical improvements to encourage or support walking and bicycling to school? (Y/N)
 - ✓ If yes, provide a description and date:(2,500 characters)
 - Emphasize recently implemented improvements
- Does the project connect to a regional bike or pedestrian network? (Y/N)
 - ✓ If yes, show on a map

SRTS Grant Application - Sections

Problem Statement : (2,500 characters)

- Describe the obstacles (physical, perceived, or other) to walking or bicycling to school and the current hazards facing children who walk or bike.
- Reference supporting documentation such as:
 - maps, history of traffic problems
 - accident reports, traffic counts
 - speed surveys
 - health statistics
 - crime reports
 - photographs of deficiencies
 - walkability audits
 - census information and survey results

SRTS Grant Application - Sections

Problem Documentation:

- Attach a location map showing up to a two-mile radius of the school(s). Label the school site(s) and problem areas.
- Attach up to ten photographs of problem areas.
- Attach additional files providing evidence of the problem
 - crash data
 - accident reports
 - maps
 - survey results
 - health statistics
 - crime statistics or reports
 - speed surveys
 - walkability audits
 - census information, etc.

SRTS Grant Application - Sections

Project Proposal:

- Project limits (From and To)
- Summarize the project (2,500 characters)
 - Indicate schools that benefit
 - Discuss how many children will benefit whether it targets one neighborhood or the entire school community.
- Explain how the project will create a safe walking and/or bicycling environment (2,500 characters)
- Explain how the project will enable and encourage more children to walk or bike to school (2,500 characters)
- Distance from school(s) (must be within 2 miles):
- Show on a map the proposed infrastructure improvements, school location(s), and walking and bicycling routes.

SRTS Grant Application - Sections

Schedule:

- Provide a project schedule from start to finish in a table or list. Indicate progress milestones. (750 characters, browse box)
- ***Project must receive federal authorization within two years of the date that the applicant is notified of project selection.***
- Is utility or road work planned within the project limits over the next five years? (Y/N)
- Does the project require utility relocation? (Y/N)
 - ✓If yes, please explain (500 characters)
- Are permits required? (Y/N)
 - ✓If yes, please explain (500 characters)
- Is the purchase of right-of-way required before start of construction? (Y/N)
 - ✓If yes, please explain (500 characters)

SRTS Grant Application - Sections

Schedule (continued):

- Does the project intersect a state highway? (Y/N)
 - ✓ If yes, which highway(s) (500 characters)
 - ✓ If yes, is the intersection signalized (Y/N)
- Is there a railroad crossing or highway ramp within the project limits or within 100 feet of the project limits? (Y/N)
- Will a railroad crossing or highway ramp be improved as part of the project? (Y/N)
 - ✓ If yes, please explain (500 characters)
- Will the construction impact traffic at a railroad crossing outside project limits? (Y/N)

SRTS Grant Application - Sections

Cost Estimate:

- Funds for infrastructure/engineering projects in 2 categories:
 - Design (School Development Authority School Districts and Urban Aid Communities ONLY)
 - Construction/Installation
- If **Construction**, provide length of proposed improvement:
 - Bikeway (miles)
 - Pedestrian (miles)
- If **Design (if applicable) and Construction**, provide:
 - Design and construction cost and attach detailed cost estimate
 - Total Project Cost
 - Total Amount Requested



SRTS Grant Application - Sections

Partnership and Public Outreach:

- Attach up to 5 letters of support community organizations, citizens, all levels of government and elected officials other than the applicant, and any and all interested parties.
 - All letters of support must be addressed to the applicant, NOT the NJ Department of Transportation.



SRTS Grant Application - Sections

Evaluation:

- Describe how the results of the project will be measured.
 - Describe how the safety and/or health benefits of the project will be measured (2500 characters) For example:
 - Increase in the number of children walking or bicycling to school
 - Increased awareness of safe walking and bicycling behaviors
 - Decrease in motor vehicle traffic in drop-off areas
 - Reduction in speed limit violations
 - Reductions in failure to stop for pedestrians

NEW JERSEY Safe Routes to School	
RATING	
<input checked="checked" type="checkbox"/>	Exceptional
<input type="checkbox"/>	Exceeds Requirements
<input type="checkbox"/>	Meets Requirements
<input type="checkbox"/>	Needs Improvement
<input type="checkbox"/>	Below Expectations

Grant Application Strategies

- Pick the correct grant program for the project.
- Apply for multiple grant programs if appropriate.
- Review NJDOT guidance material.
- Prepare application based on program criteria.
- Be thorough. Rating is based on the content of the application. NJDOT field checks locations.
- Include all required information: resolutions of support, maintenance commitments, responsible charge, project within 2 miles of K-8 school, completed student arrival and departure tallies.
- Signed resolutions must be provided by ALL affected parties (town council AND school board resolution AND county if applicable).

Frequently Asked Questions (FAQ's)

How do I see an opportunity to create a new application?

Applicants will see the opportunity to create a new application if they have a valid username and password and are part of an eligible organization with the role of either Authorized Official or Agency Administrator. If you are a consultant or have the role of Agency Staff for an eligible organization you must be added to the specific application after it is created by an Agency Administrator or Authorized Official.

I can not attach a file to my application form?

The file size must be less than 4 MB (each file). NJDOT SAGE will accept most file formats (including bmp, doc, gif, jpg, pdf, png, ppt, fir, txt, wpd and xls). To attach a file click the browse button on the application form. Navigate to the folder where the file exists on your system and then click the "open" button. After the file name appears on the form, click the "SAVE" button. In order for SAGE to operate efficiently, a maximum file size of 4 MB is allowed. You may have to change file format or type in order to reduce the size of your file to less than 4 MB for the file attachment to be successful.

Also, the 2007 Microsoft Office files which have 4 character file extensions ending with an "x" are not yet directly compatible for uploading to NJDOT SAGE. If you want to attach a 2007 Microsoft Office file (docx, xlsx, etc.) you should first save the file to an earlier version. This can be accomplished by selecting "File" ... "Save As" ... and then selecting the type that is 1997-2003 compatible.

Why do I sometimes go back to the login page after clicking "SAVE"?

Most website applications have a server time-out that will be implemented if the page is not refreshed within a certain amount of time. The server time-out function for NJDOT SAGE is about 10 minutes. If you have not saved or moved off a particular page in an application and it is approaching the 10 minutes duration, you should click "SAVE" and then continue filling out the page and click "SAVE" again when it is complete.

Can a word document (narrative or a paragraph) be copied and pasted into SAGE?

Yes, just use the copy and paste function and it should work fine keeping in mind the allowable # of characters for each field in SAGE. If you still get an error message try copying and pasting small portions of the document at a time. If you are copying and pasting from different sources, you should check the formatting when finished to limit the amount of blank space between paragraphs and the use of bullets for lists (use numbers). This will aid proper output of your PDF for printing.

Review NJDOT Guidance Material



Projects need to be within 2 miles of a K-8 School

Grant Application Strategies

- Identify Responsible Charge of the project:
 - Must be a full-time employee of the organization applying.
 - Cannot be a consultant.
- Don't assume raters know the project. Application must stand on its own.
- Indicate construction readiness. Discuss status of permits, right-of-way, and utility relocations.
- Include photos and add scale to them.

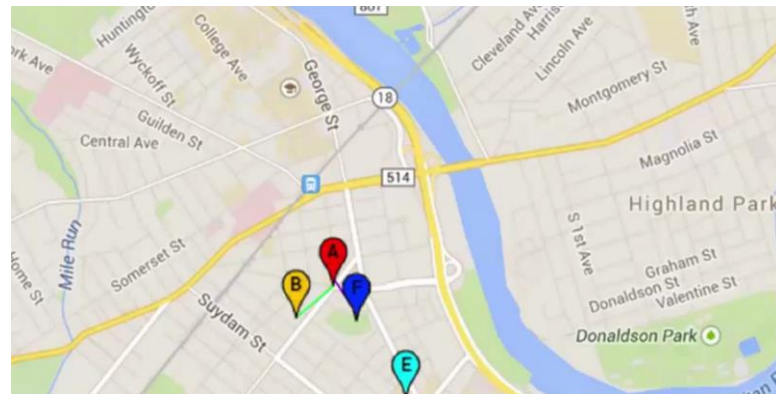


Make sure pictures adequately show the issues

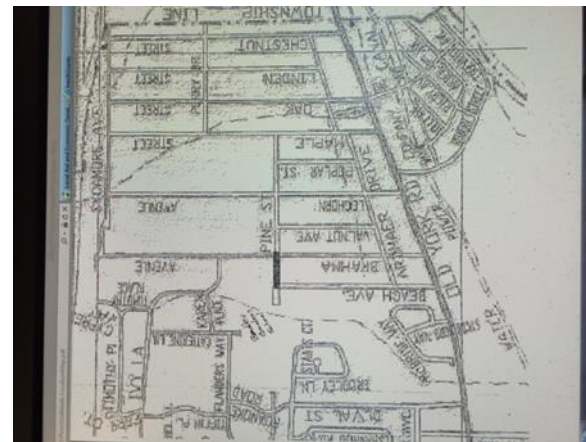


Grant Application Strategies

- Include maps that provide context, and show project limits, connections and attractors. They don't have to be computer generated. (Google map tutorial on saferoutesnj.org)
- Maps should indicate:
 - School location
 - Project location
 - Distance between the two.
- Past performance counts. Ensure previously funded projects are awarded and closed-out within required time frames.
- Assess organization's ability to administer a federal-aid project and prepare accordingly.



Provide detailed maps



Grant Application Strategies

Don'ts:

- Don't take close up photos with no context.
- Don't submit a completed project.
- Don't propose a project on a county road without consulting the county.
- Don't propose something that goes against current design standards.
- Don't submit a SRTS project that reorganizes school drop-off and pick-up areas primarily for the convenience of drivers.
- Don't include staff and crossing guard salaries as they are not eligible.



This photo of a sidewalk is too close.



Project should NOT make it easier to drive to school

Grant Application Strategies

Don'ts:

- Don't submit a SRTS project for a high school.
- Don't propose a path to a school that is closing.
- Don't propose a sidewalk without accompanying safe street crossings.
- Don't propose a sidewalk or project in a neighborhood where residents have protested against it.
- Don't propose a bicycle project for a school where the principal or administration is against bicycling to school.



No SRTS applications for High Schools

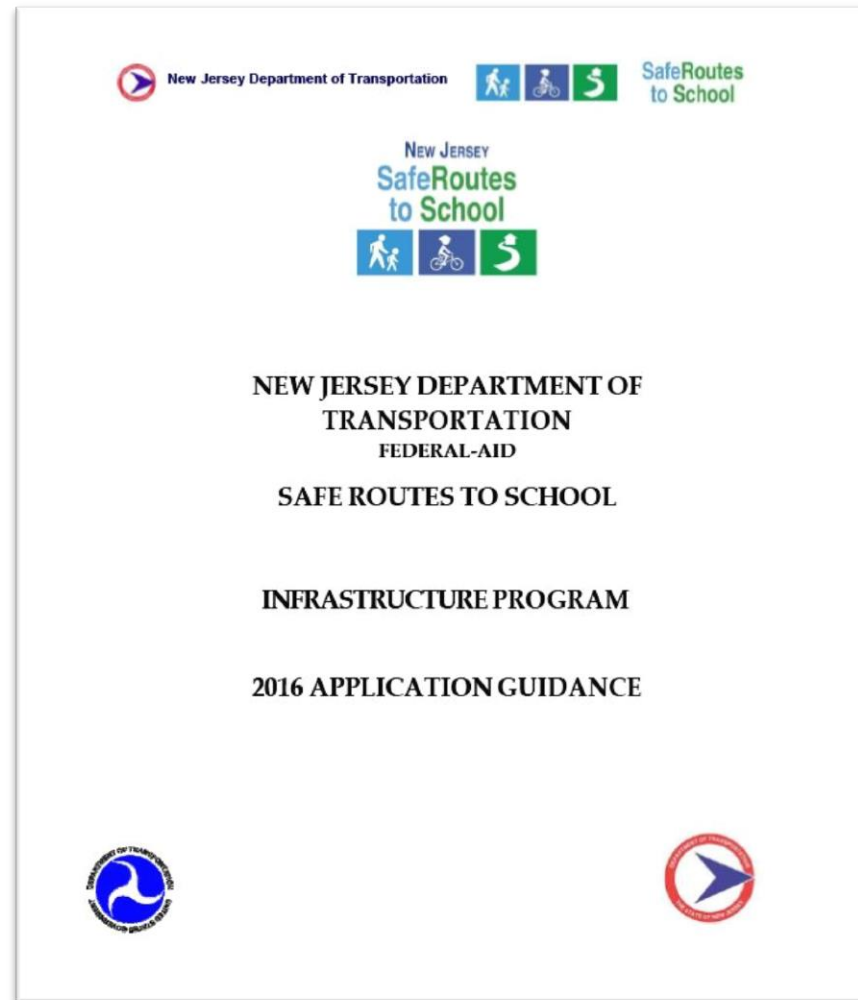


No bicycle projects for schools with bike bans

Resources

- NJDOT Local Aid and Economic Development
<http://www.state.nj.us/transportation/business/localaid/>
- FHWA Federal-aid Essentials for Local Public Agencies
<http://www.fhwa.dot.gov/federal-aidessentials/>

NJDOT SRTS Grant Handbook



saferoutesnj.org/funding

NJDOT School Zone Design Guide

New Jersey School Zone Design Guide



November 2014 | New Jersey Department of Transportation



<http://www.saferoutesnj.org/nj-school-zone-design-guide>

NJDOT Pedestrian Safety Action Plan Toolkit



ENFORCEMENT

Consistent enforcement of traffic laws is one of the most important steps a municipality can take to keep pedestrians safe within its borders. This includes enforcing crosswalk laws, speed limits and distracted driving laws, and issuing citations to pedestrians who engage in illegal risk-taking behaviors.

Consistent enforcement of local parking regulations is also important to prevent encroachment of parked cars in crosswalks, especially in busy urban areas or double park—in a crosswalk sidewalk is blocked, making it in time to stop. This is a frequent

Crosswalk Enforcement Operations



Vehicle encroachment

Pedestrian Safety
A key resource for local police is the New Jersey Pedestrian Safety Enforcement (PSE) program. The PSE program is a NIDOT initiative that provides training and technical assistance to local police officers. It addresses factors to reduce pedestrian crashes: driver yielding behavior. Municipal legal responsibility to stop at a crosswalk in New Jersey.

Bus Access

Bus ridership accounts for two-thirds of passengers in New Jersey, with approximately 11% of trips boarding at over 20,000 marked bus stops. Therefore, providing pedestrian access to transit is important. People are generally willing to walk to access a transit stop, and even farther to access a transit station or from a transit station to a bus stop.

Bus stop location itself is an important demand, transit operations, transit pedestrian safety are all considered when locating a bus stop. Towns may work with NJ Transit to address safety concerns at existing stops by improving the infrastructure around the bus stop or evaluating suitable alternative bus stop sites.

A complete sidewalk network should be provided to bus stops within the approximately 1/4 mile radius catchment area. Along walking routes, the number of driveways should be minimized to reduce the number of conflict points between pedestrians and motorists, particularly in the vicinity of bus stops. NIDOT recommends driveways no closer than



New Jersey Department of Transportation



MUNICIPAL PLANNING & PEDESTRIAN SAFETY

Land use patterns have an effect on pedestrian crashes. In New Jersey, it is not uncommon to find wide arterial roadways with shopping centers, apartment buildings, schools and parks with signalized crossings few and far between, and pedestrian accommodations, creating greater that average pedestrian exposure to conflicts with motor vehicles.

While New Jersey's *Pedestrian Safety Action Plan Update* (2013) focuses primarily on actions to be taken by State or regional entities to address pedestrian safety, the counties and municipalities have an essential part to play by implementing a wide variety of complementary actions. These run the gamut from Engineering through Encouragement, Education, Enforcement, Emergency Services and Evaluation. As stewards of the local roadway system and with their responsibility for municipal planning, land use, zoning and site development, local governments have considerable influence over pedestrian safety. Here are some ideas to consider pursuing at the local level along with references to sources of additional information.

Policy

It is recommended that all municipalities adopt a policy statement or pass a resolution supporting improved access and safety for pedestrians. At the very least, these assertions express an intention to create pedestrian friendly places, a recognition of need, and increase likelihood that more will be done in the future. Many municipalities in New Jersey have elected to show their commitment to all users of public rights-of-way by adopting and putting into effect a Complete Streets Policy and Implementation Plan.

As of July 2013, in addition to NIDOT's internal policy, 65 municipalities and 5 counties in NJ have adopted Complete Streets Policies.



Patterns of development that isolate businesses and create barriers to pedestrian access. Image: Bing Maps

Master Plan/Planning Study

Pedestrian access and safety should be included in planning activities, including the municipal master plan, redevelopment plans, the transportation element, or a stand-alone Pedestrian/Bicycle Plan or Pedestrian Plan.

These plans should:

- Identify existing and proposed elements of the pedestrian facility network including walkways and multi-use paths;
- Inventory problem locations/gaps in network including pedestrian crash locations;
- Include specific recommendations for pedestrian facilities;
- Incorporate or adopt by reference, standards,



New Jersey Department of Transportation



INTERSECTION TREATMENTS

While the majority of New Jersey's pedestrian crashes occur away from intersections, they can none the less be major points of conflict and are frequently the site of injuries and fatalities.

Although intersections represent a small percentage of road mileage, over a third (37%) of all pedestrian crashes, and a quarter (28%) of all severe and fatal pedestrian crashes in New Jersey from 2006-2011 occurred at intersections.

Factors that impact the mobility and safety of pedestrians include traffic volume, traffic speed, number of lanes, configuration of lanes, width of roadway, distance and signal timing. This Toolbox highlights several design treatments that can be utilized to enhance safety at intersections for all road users. These treatments assist your municipality improve and expand pedestrian infrastructure. Improving the transportation infrastructure to better accommodate pedestrian access and development environment conducive to pedestrian safety is one of three goals of *New Jersey's Pedestrian Safety Action Plan*. By enhancing pedestrian safety at intersections, governments can help facilitate achievement of the mission – reduction of pedestrian fatalities and injuries by 20% in five years.

Marked vs. Unmarked Crosswalks

Crosswalks "exist" at all legs of all intersections if signs are posted prohibiting pedestrians from crossing. Not every crosswalk is marked with painted lines. In fact, most are unmarked. In New Jersey, the driver is required to stop and stay stopped for a pedestrian crossing the roadway within any marked crosswalk and they shall yield the right-of-way to a pedestrian crossing the roadway within an unmarked crosswalk at an intersection (New Jersey Statute 39:4-36).



New Jersey

Marked Crosswalks

While marked crosswalks are an essential tool for channeling pedestrian movement in a predictable manner across roadways, their placement is the result of thousands of



SAFE ROUTES TO SCHOOL

The Safe Routes to School (SRTS) program is a means of addressing pedestrian safety within the area surrounding the school including the routes used by students accessing the school, especially by those walking or bicycling.

Using this guidance, communities can learn how SRTS projects, and activities such as improvements to sidewalks and crosswalks construction of walkways and bicycle trails, or pedestrian and bicycle safety instruction, can provide substantial safety benefits to schoolchildren and the surrounding community.

What is the issue?

With the increase of traffic volumes around schools, parents have become more anxious about letting their children walk or ride bicycles to school. As a result, fewer students are walking and biking and more parents are driving their children to school—even if they live less than a mile away. According to the Centers for Disease Control (CDC), 85 percent of children's trips to school are made by car or school bus only (13 percent of school trips are made by walking or cycling). It is those that drop-off and pick-up their children from school that contribute to most of the traffic congestion around the school and pose the greatest risk to child pedestrians and bicyclists within the school zone and along school routes.

The condition and design of the environment surrounding the school also plays a contributing role in this issue. Roads that are "incomplete" or unsafe to travel along, pose a risk to student travel and may influence parents' decisions to allow their child to walk or bike to school. Making physical improvements to correct these problems can give parents and students the confidence needed to walk or bike to school. Lack of appropriate design treatments can also have an effect on how children react to and navigate the traffic environment as a pedestrian. In order to safely walk or bike along a street, or to cross a street along the way, children need facilities that are well-designed, well-built and well-maintained.



Morning drop-off at Sharp Elementary School in Camden, NJ. Image: The RBA Group

How SRTS Can Help

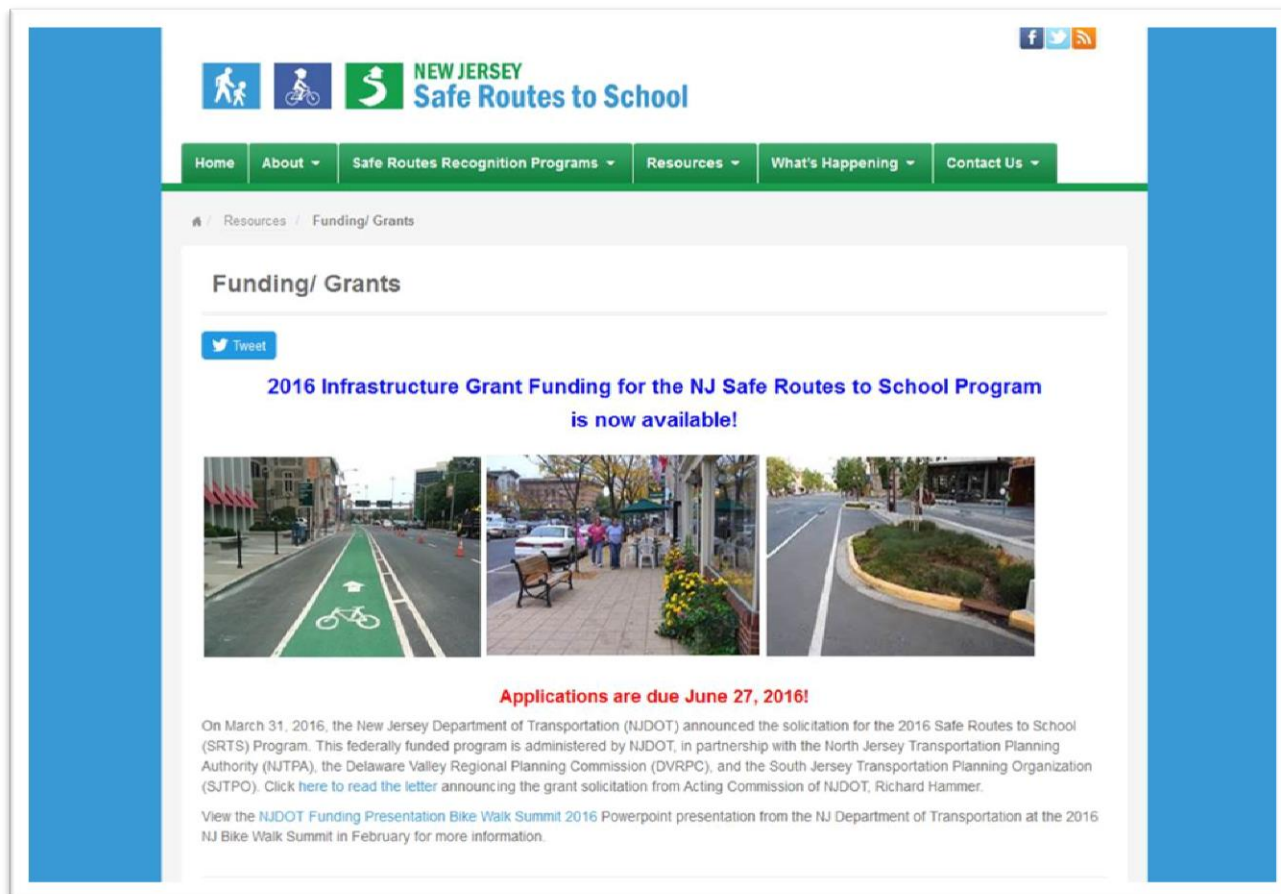
The intention of the SRTS program is to cultivate a physical and social environment where primary and middle school students are able to walk and bike to school, thereby increasing both the number and safety of those who choose to do so. Proper design of the school environment as part of a comprehensive SRTS program can lead to a decrease in the number of pedestrian injuries to school-aged children. The foundation for the growth of New Jersey's SRTS program is a comprehensive SE approach intended to generate a cultural shift that makes walking and biking a safe, convenient and attractive option for parents and students to get to school. The SE approach has been two-pronged: 1) Use the Engineering "E" as a means of providing communities with technical planning assistance and grant funding for infrastructure to ensure that the two-mile area surrounding schools is designed to be safe, self-enforcing and traffic calmed 2) Use the other "E's" (Education, Enforcement, Encouragement & Evaluation) to promote SRTS programmatic activities that nurture a child's cognitive and developmental skills, such as proper walking and biking behaviors, that will help reduce a child's risk of injury and enable him or her to independently navigate their way to school.



New Jersey Department of Transportation

Resources

- The New Jersey SRTS Resource Center
<http://www.saferoutesnj.org/funding/>



The screenshot displays the New Jersey Safe Routes to School website. At the top, there is a navigation bar with icons for a pedestrian, a cyclist, and the NJ state logo, followed by the text "NEW JERSEY Safe Routes to School". Below this is a green navigation menu with links: Home, About, Safe Routes Recognition Programs, Resources, What's Happening, and Contact Us. The main content area is titled "Funding/ Grants" and includes a "Tweet" button. The primary announcement is "2016 Infrastructure Grant Funding for the NJ Safe Routes to School Program is now available!". Below this text are three photographs: a green-painted bicycle lane on a city street, a sidewalk with a bench and trees, and a landscaped curb area. A red banner states "Applications are due June 27, 2016!". The bottom section contains a paragraph of text about the grant solicitation and a link to a presentation.

NEW JERSEY
Safe Routes to School

Home About Safe Routes Recognition Programs Resources What's Happening Contact Us

Resources / Funding/ Grants

Funding/ Grants

Tweet

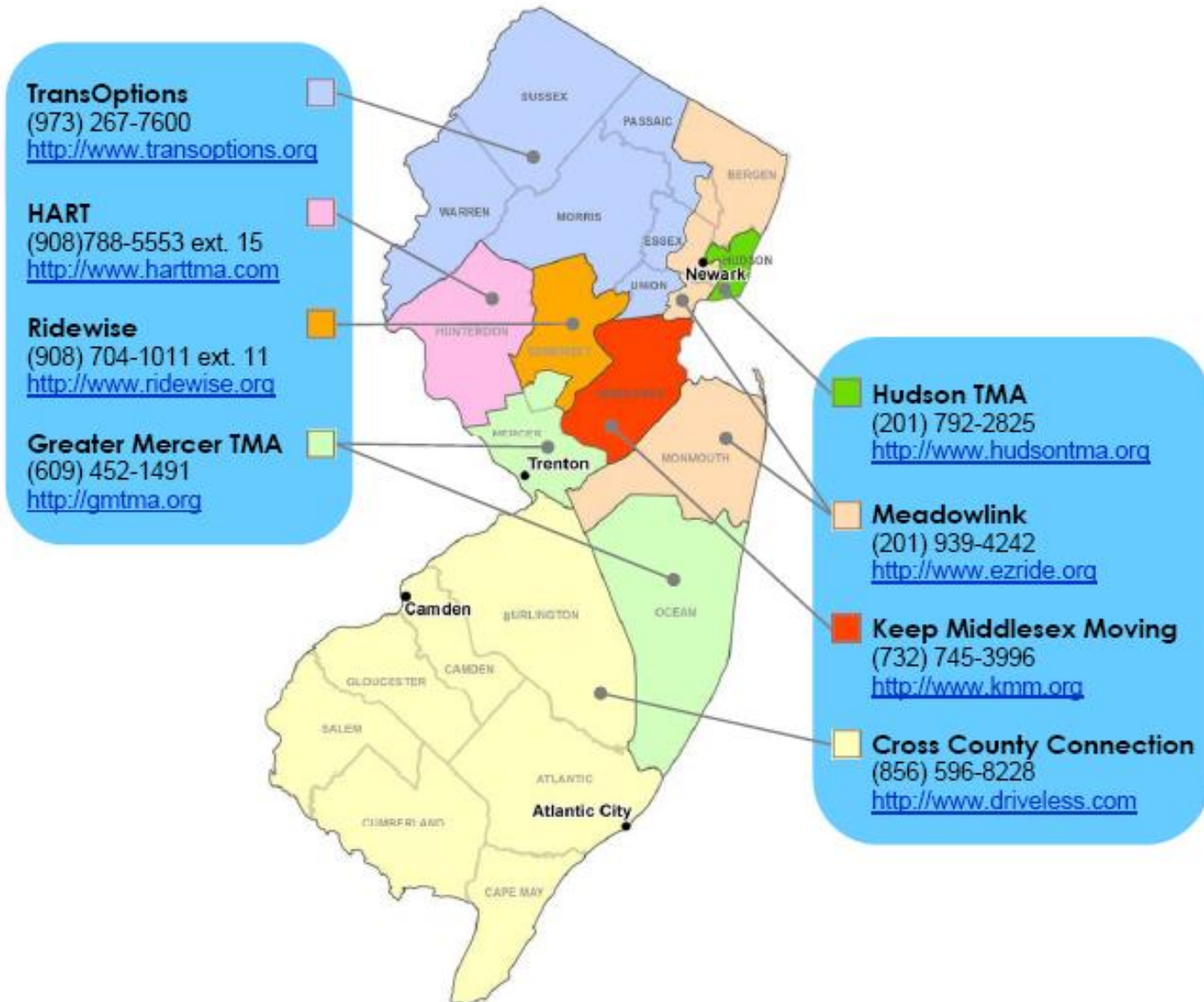
2016 Infrastructure Grant Funding for the NJ Safe Routes to School Program is now available!

Applications are due June 27, 2016!

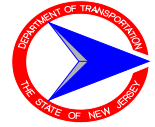
On March 31, 2016, the New Jersey Department of Transportation (NJDOT) announced the solicitation for the 2016 Safe Routes to School (SRTS) Program. This federally funded program is administered by NJDOT, in partnership with the North Jersey Transportation Planning Authority (NJTPA), the Delaware Valley Regional Planning Commission (DVRPC), and the South Jersey Transportation Planning Organization (SJTPO). Click [here to read the letter](#) announcing the grant solicitation from Acting Commission of NJDOT, Richard Hammer.

View the [NJDOT Funding Presentation Bike Walk Summit 2016](#) Powerpoint presentation from the NJ Department of Transportation at the 2016 NJ Bike Walk Summit in February for more information.

NJ Transportation Management Associations



New Jersey Department of Transportation Local Aid and Economic Development



District 1

Roxbury Corporate Center
200 Stierli Court
Mount Arlington, NJ 07856
973.601.6700
FAX: 973.601.6709

District 2

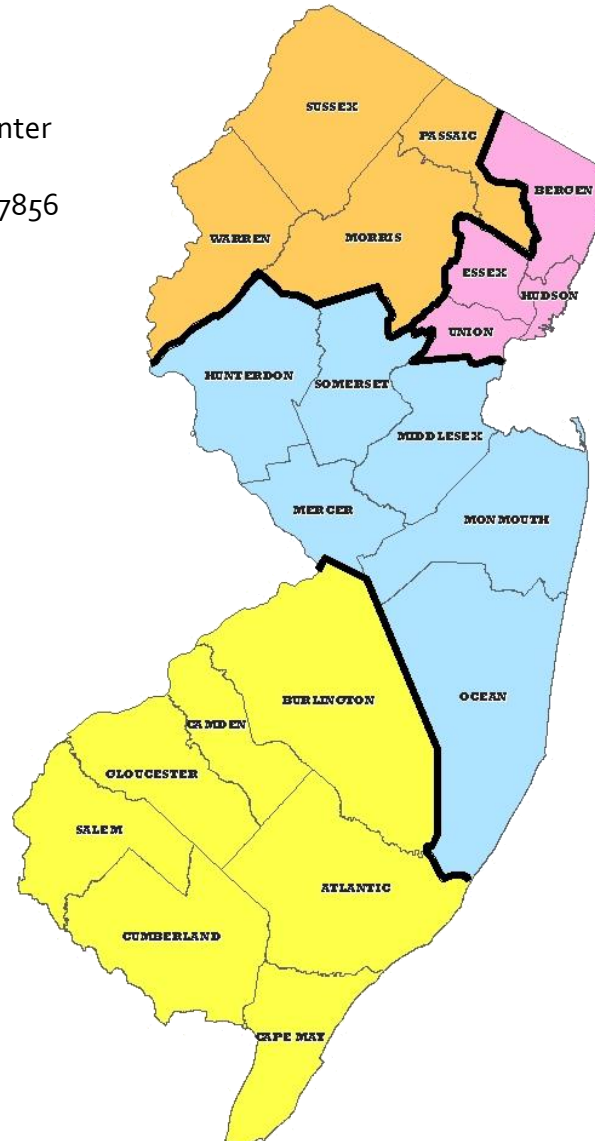
153 Halsey Street, 5th Floor
Newark, NJ 07102
973.877.1500
FAX: 973.648-4547

District 3

1035 Parkway Ave
Trenton, NJ 08625
732.625.4290
FAX: 732.625.4292

District 4

1 Executive Campus
Route 70 West
Cherry Hill, NJ 08002
856.486.6618
FAX: 856.486.6771



Thank you for attending!!!



Contact us:

NJ Safe Routes to School Resource Center

Telephone: (848) 932-7901

Email: srts@ejb.rutgers.edu

NEW JERSEY
Safe Routes to School



www.saferoutesnj.org

