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**Funding Opportunity Announcement**

**Development of Plans and Policies**

**to Enhance the Built Environment and**

**Expand Opportunities for Physical Activity**

**Pennsylvania Department of Health**

**Bureau of Health Promotion and Risk Reduction**

**Division of Nutrition and Physical Activity**

**University of Pittsburgh**

**Graduate School of Public Health**

**Center for Public Health Practice**

July 2019

Funding is provided by the Pennsylvania Department of Health through the State Physical Activity and Nutrition grant and Preventive Health and Health Services Block Grant from the Centers for Disease Control and Prevention.

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**Funding Opportunity for the Development (FOA) of**

**Plans and Policies to Enhance the Built Environment and**

**Expand Opportunities for Physical Activity**

1. **Background**

Since 2014, the Pennsylvania Department of Health (Department or PA DOH), Division of Nutrition and Physical Activity, has been collaborating with the University of Pittsburgh Graduate School of Public Health Center for Public Health Practice (the University) in conjunction with the Swanson School of Engineering Center for Sustainable Transportation Infrastructure to increase opportunities for physical activity utilizing the built environment. The program through which walking routes and walking groups have been formed is WalkWorks. To-date, with the engagement of community-based partners, 89 walking routes have been created in 21 Pennsylvania counties. In the fall of 2017, WalkWorks began offering financial assistance to public agencies, such as municipalities and planning commissions, for the development of active transportation plans (ATPs) and related policies. For information about WalkWorks, including the location of our partners and walking routes as well as the funded municipalities, please visit the [pawalkworks](http://www.health.pa.gov/WalkWorks/Pages/default.aspx#.WU1ynuvytaQ) website.

Adult and child overweight and obesity rates have reached epidemic proportions. In 2015-16, the prevalence of obesity across the nation was 39.8 percent in adults and 18.5 percent in youth.[[1]](#endnote-1) Combining data for the country, from 2015 through 2017, non-Hispanic blacks had the highest prevalence of self-reported obesity (38.4%), followed by Hispanics (32.6%) and non-Hispanic whites (28.6%).[[2]](#endnote-2)

In Pennsylvania, 31.6 percent of adults were reported to be obese in 2017, up from 20 percent in 2000, and 35.5 percent were overweight.[[3]](#endnote-3) The Pennsylvania State Health Improvement Plan calls to reduce adult obesity to 27 percent by 2020. Of adults in Pennsylvania reporting obesity for 2017, 31.5 percent were non-Hispanic whites, 38.1 percent were non-Hispanic blacks and 25 percent were Hispanic. Hispanics had an overweight classification of 38.6 percent compared to 35.5 and 34.8 percent for non-Hispanic whites and non-Hispanic blacks – respectively. In 2014, the most recent year for which state data is available, 13 percent of children between two and four years of age, participating in the Women, Infants and Children program (WIC, a supplemental nutrition program), were deemed to be obese.

Experts agree that the high rates of obesity and overweight are due in large part to physical inactivity. Further, studies indicate active transportation, such as walking and biking, reduces the risks of being overweight and having hypertension, diabetes or heart disease. Based on responses to the Behavioral Risk Factor Surveillance System (BRFSS), in 2017, 53 percent of Pennsylvania residents fell short of the recommended physical activity guidelines and 25 percent reported no leisure time activity.[[4]](#endnote-4)

In April 2018, the Centers for Disease Control and Prevention released “Be Active: Community Routes + Destinations,” a package of resources designed to advance the findings of the U.S. Community Preventive Services Task Force,[[5]](#endnote-5) which recommends built environment approaches that combine interventions to improve transportation systems with land use and community design interventions to increase physical activity. The combined interventions connect friendly, active means of traveling to everyday destinations so that it is safe and convenient for people of all abilities to walk, bike and use wheelchairs. Additionally, balanced transportation choices will also help to foster economic development hereby creating more vibrant communities and a higher quality of life for all.

While community design has long been the domain of land use and transportation planners, it has become increasingly obvious that communities will benefit from greater collaboration of public health practitioners, municipal planning entities, and other partners to create built environments that better support health. This FOA is a strategic response by WalkWorks to support the planning and design of communities to increase walking, wheeling and public transit and, thereby, resulting in a healthier population. This shift to create healthier places requires policy – the basis for this funding opportunity.

1. **Purpose of Funding Opportunity**

WalkWorks is pleased to be able to provide financial assistance to communities to develop plans that will, when implemented, improve walking, bicycling and transit connections to everyday destinations within the community and increase safe and accessible opportunities for residents to be physically active. This funding opportunity, by increasing opportunities for physical activity, aims to address major risk behaviors that contribute to chronic disease. This announcement marks the third time WalkWorks has been able to offer this opportunity. See Appendix E for list of agencies and municipalities that have received funding, to-date.

1. **Requirements of the Active Transportation Plan or Policy**

In accordance with Performance Measures set forth by the Centers for Disease Control and Prevention, the adopted Active Transportation Plan or Policy must include the following:

* The number of *potential* linear miles of multi-use paths, sidewalks, bike lanes, and public transit routes connecting everyday destinations that will be addressed during the initial 12 months following adoption of the plan or policy.
* The number of *potential* new or enhanced sites, identified in the plan or policy, that will be connected by activity-friendly routes within the initial 12 months following adoption of the plan or policy.
* The number of people *potentially* impacted by the plan or policy.

See Appendix D for detailed explanations and examples of the above.

1. **Incorporating Additional Considerations into Active Transportation Plans and Policies**

The following data elements/public health-related metrics are some, though not intended to be all-inclusive, that grant awardees will be requested to consider in the development of active transportation plans and policies:

* A Community Health Needs Assessment\*;
* Miles of pedestrian/bicycle facilities/an inventory of bicycle and pedestrian infrastructure, including – if already identified – extent of existing connectivity and/or needed additions and improvements to promote walking and biking by people of all abilities;
* Crash data and the areas of high risk – especially for vulnerable users (pedestrians, cyclists, children, older adults, persons with disabilities);
* Everyday destinations (e.g., home, work, childcare, grocery store, park) connected by activity-friendly routes and the population reach for these destinations (e.g., the percent of population living within a 10 minute walk to a park);
* Population served by walking/biking/transit or the number of people who walk or bike to daily activities and/or for leisure time physical activity; and
* The number of people who take public transportation to work.

See Appendix E for references to Resources for the other items, listed above.

\**If there is a health department/bureau and/or a non-profit hospital in the geographic area, one or both will have developed a Community Health Needs Assessment and a corresponding action plan to address the Assessment. Both the Assessment and plan will be posted on the website of the health department and hospital. Such are required of the hospitals to maintain their tax-exempt status. Most of these documents, if not all, cite high rates of obesity and related chronic diseases as priorities and address physical activity as a means to address these issues. Pertinent data from the Needs Assessment might include the rate of obesity or prevalence of related diseases and should be considered in the development of active transportation plans and policies as, in the end, the expectation is that the plan’s and policy’s goals or strategies will aim to reduce such conditions. If you need assistance in locating the Needs Assessment, please email* [*pawalkworks@pitt.edu*](mailto:pawalkworks@pitt.edu)*.*

1. **Eligibility**This program is to assist municipalities with enhancing the built environment of their communities by increasing active transportation and connectivity to common destinations. In this context, active transportation includes walking, biking and public transit.

Eligible applicants are municipalities, Metropolitan and Rural Planning Organizations (MPOs/RPOs) and similar types of organizations with the capacity to accomplish the proposed project. Note that applications should be submitted by these entities – not by those providing consultative services.

1. **Eligible Projects**

Funds will be available to a limited number of municipal or multiple-municipal applicants (hereinafter referred to as municipalities or applicants) to assist with:

1. The development of a transportation plan, which will identify and prioritize projects related to modes of active transportation with an emphasis on walking and biking; and/or
2. The development of policies – such as Complete Streets or Vision Zero – that include language in support of environmental changes for enhancing places for physical activity with an emphasis on walking.

The transportation plan may be a component of a comprehensive plan as required by the Municipal Planning Code or a stand-alone document. If stand-alone, the plan must be consistent with the comprehensive plans of the municipality and/or county; if not consistent, the reasoning should be included (e.g., the age of the comprehensive plan). See Appendix A for guidelines pertaining to both options.

An applicant may submit more than one application. For example, an MPO may submit applications on behalf of two municipalities. A single municipality may submit one application for the development of a transportation plan and another for the development of a policy.

1. **Award Information**

Funding for the awards is made possible by the Pennsylvania Department of Health through the State Physical Activity and Nutrition (SPAN) grant and Preventive Health and Health Services Block Grant from the Centers for Disease Control and Prevention and will be administered by the University. It is anticipated that awards will range between $10,000 to $20,000 for the development of transportation plans and between $3,000 and $5,000 to assist with the development of Complete Streets and/or Vision Zero policies. The number of awards for each will be dependent on the number of applications received, the amounts requested and each applicant’s documented ability to meet the criteria set forth in this announcement.

Applicants should indicate whether the grant will be the sole source of funding or whether it will be supplemented with other funding. Matching funds are not required, though proposals that include commitments of local funding, the leveraging of concurrent grants, in-kind contributions or other resources that will support this effort are encouraged and will receive credit for such.

The University will provide applicants written notice of the status of their applications on or about October 4, 2019. The anticipated term of the award is November 2019 through September 2020.

1. **Application Submission Procedures**
2. To assist the University with projecting the number and types of applications, potential applicants are encouraged to submit a Letter of Intent by August 23, 2019; see Appendix B for template and submittal information. This letter is not required nor will it obligate you in any way. If it becomes necessary to revise any part of the application guidelines or process, those who have submitted Letters of Intent will be notified.
3. Applicants are required to use the application form that is included with this Announcement and submit it to [pawalkworks@pitt.edu](mailto:pawalkworks@pitt.edu) **no later than 5:00 p.m. on August 30, 2019**; applicationsreceived at 5:01 p.m. or after will not be considered. See Appendix C for application.
4. The decision of the University with regard to selection of grantees is final.
5. **Evaluation of Applications**

Applications will be reviewed by a team of representatives of the Departments of Health, Transportation and Conservation and Natural Resources, the University and others whose input is determined, by the PA DOH and University, to be objective and valuable. Following are the elements on which the applications will be evaluated:

1. Proposed scope of work addresses the need for the plan or policy with regard to the community (i.e., depending on applicability to proposal: demographics, pedestrian and bicycle facilities, crash data), including how project is expected to improve outcomes/benefits – i.e., how the plan or policy will enhance the built environment to increase opportunities for physical activity with potential connections of transportation systems such as sidewalks, public transit, bicycle facilities, and trails to community destinations (e.g., schools, libraries, grocery stores).
2. Compliance with or relationship to county or MPO/RPO plan.
3. Commitment of resources – i.e., qualified internal personnel and/or engagement of a consultant with experience in the field of active transportation – is appropriate. Note: The engagement of a professional planning or engineering consultant is encouraged. Staff or the consultant should be skilled in eliciting public participation.
4. Realistic timetable proposed.
5. A letter from or resolution by the governing body, in support of the application and commitment to carry out the project – if awarded the funds (and any other documentation of support the applicant wishes to include).
6. Estimated project costs consistent with those on the application form and that justify the amount of requested funds.
7. Demonstrated ability to collect and report on the data elements and public health metrics outlined in sections 3 and 4 above.

In addition to the letter from or resolution by the governing body, applications accompanied by formal documentation of supplemental funding, including the amount of contribution, will receive additional credit.

Communities with well-documented health disparities and/or communities located in counties with documented health disparities will receive additional consideration.

1. **Grantee Expectations**
   1. The grantee will be required to enter into an agreement with the University.
   2. The grantee agrees to assume responsibility for tasks outlined in a letter provided by the University, which will include the organization and use of a stakeholder group to ensure support and optimize collaboration. The stakeholder group should include, though need not be limited to, representatives from the following sectors:
      1. Health;
      2. Education;
      3. Economic development;
      4. Planning (municipal, at a minimum; county, if deemed appropriate);
      5. Department of Conservation and Natural Resources;
      6. PennDOT Bike/Ped Coordinator (District Office);
      7. Advocacy groups (e.g., bicycle, pedestrian, disability/special needs);
      8. Community-at-large; and
      9. The governing body (i.e., a minimum of one member of the council or board of commissioners/supervisors of the municipality).
   3. The University may require a minimum of one grantee to apply for a Community Conservation Partnerships Program (C2P2) Grant, a program of the Department of Conservation and Natural Resources. The University will provide technical assistance and help to facilitate the submission of the application.
   4. The grantee will be required to participate in bi-weekly calls with the University.
   5. All grantee organizations will be requested to adopt a Health in All Policies resolution – one whereby the decision-making body of the organization agrees to consider health in its future deliberations, as well as include multiple collaborators in appropriate situations; the University will provide a template.
   6. The grantee shall submit brief progress reports (template to be provided by the University) in accordance with the following dates:

Reporting Period\* Report Due

January 1, 2020 – March 31, 2020 April 15, 2020

April 1, 2020 – June 30, 2020 July 15, 2020

July 1, 2020 – September 30, 2020 October 15, 2020\*\*

\*Subject to amendment, based on effective date of award.

\*\*Draft of plan or policy is to be submitted to the University by September 30, 2020. The final plan or policy, as adopted by the governing body, may accompany or be submitted in lieu of the final report due October 15, 2020.

* 1. The University will provide a draft press release to grantees after official written notification of award. Any subsequent publication or media release issued by the grantee throughout the life of the grant must include the following language: *Funding is provided by the Pennsylvania Department of Health through the State Physical Activity and Nutrition grant and Preventive Health and Health Services Block Grant from the Centers for Disease Control and Prevention.*

1. **Overview Webinar**

A 1-hour overview webinar to review the goals of this funding opportunity, the application process, expectations of grantees and any questions from interested parties is scheduled to be held on August 8, 2019 at noon. At least one former grant recipient will share his or her experience. GoToWebinar will be used to administer the web conference. To register in advance, [click here](https://attendee.gotowebinar.com/register/9160267066405330187). On the day of the web conference, call: 877-309-2071; enter access code 356-394-181#. To view the content, link to: <https://attendee.gotowebinar.com/register/9160267066405330187>. Participation in the webinar is optional.

1. **Contact Information/Questions**

Questions about this FOA should be directed to Carol Reichbaum, WalkWorks Project Director, University of Pittsburgh Graduate School of Public Health – Center for Public Health Practice: [pawalkworks@pitt.edu](mailto:CAROLR@pitt.edu). Questions may be sent up to 7 business days prior to the application deadline. Responses to all questions will be sent to webinar attendees up until 5 business days prior to the application deadline.

Rev. July 2019

**Appendix A – Expectations for Plans and Policies**

**Funding Opportunity for**

**Policies in Support of Enhancing the Built Environment and**

**Expanding Opportunities for Physical Activity**

The following guidance is provided for applicants seeking funding to implement Active Transportation Plans (ATP), Complete Street Policies (CSP) and Vision Zero Policies (VZP). The expectations for use of the funding and information required to be addressed in the application are described.

Common Elements

The purpose of this funding program is to enhance the built environment and, thereby, increase opportunities for physical activity, with an emphasis on walking, through plans and policies. Creation or enhancement of the environment begins with a plan or policy that documents a community commitment to this goal. The plan or policy should create a roadmap for a safe walking infrastructure network though identification of specific projects, including routes (multi-use paths, bike lanes, sidewalks, and public transit routes) and everyday destinations (e.g., home, work, childcare, grocery store, retail center) that will be impacted or developed. The application shall identify *how* the plan or policy will create the roadmap for future enhancements.

In accordance with item #3 on page 3, it is expected that the resulting plans and policies will emphasize the relationship of public health and active transportation. Thus, applications should address and commit to developing plans and policies aimed at enhancing the built environment so that opportunities for physical activity are increased and the health of residents improved as well as adherence to requirements of the American Disabilities Act. Applicants should be prepared to report on the number of linear miles and the number of residents projected to be impacted by their respective plans or policies.

The recent proactive steps taken by PennDOT to better enhance communities and mobility through a more collaborative planning effort are also relevant for consideration. [PennDOT Connects](https://www.penndot.gov/ProjectAndPrograms/Planning/Pages/PennDOT-Connects.aspx) looks to connect PennDOT, planning partners and communities at the beginning of the construction planning process to learn what elements may be important to include in the specified project, such as bicycle, pedestrian, community health and green infrastructure, to support a community’s vision. This commitment to bettering the transportation system and communities builds partnerships that invest in sustainable transportation, leverages resources to improve communities and improves economic competitiveness, access to work and overall quality of life. Applicants should check the status of [PennDOT’s Bicycle and Pedestrian Master Plan](https://www.penndot.gov/TravelInPA/RideaBike/Pages/Master-Plan.aspx) and consider relevant aspects (though they may not be finalized).

Based on previous funding for the development of active transportation plans, WalkWorks encourages applicants to utilize the funds to engage a qualified consultant to perform the work. To the extent that it is known at the time, applications should document the qualifications of internal staff and/or consultants.

This funding may supplement or be supplemented by internal or other external funds. If that is the case, please address that in your application. Finally, be realistic about what you propose to accomplish with the funds and within the project period.

Transportation Plans

In accordance with the [Pennsylvania Municipal Planning Code](http://dced.pa.gov/download/pennsylvania-municipalities-planning-code-act-247-of-1968/), every community must have or be covered by a comprehensive plan, including an evaluation of transportation issues. In the case of this funding opportunity, the ATP may be incorporated into a current or future comprehensive plan or it may be a stand-alone document. Either way, it is expected that the plan will identify current and future needs and solutions pertaining to active transportation issues.

Historically, these plans have focused on vehicular transportation. Given the source of this funding and the important relationship of population health and connectivity, funded plans will focus on active transportation – walking and bicycling, at a minimum – rather than primarily roadway improvements. Upon completion, the plan should be formally adopted by the elected body of the community.

Again, the plan should embrace walking, wheeling (bicycles and wheelchairs) and public transportation (if applicable to the community). The resulting plan must illustrate/incorporate, though not be limited to:

* Utilization of a stakeholder group (specifics categories of representation to be addressed with awardees of funds);
* Public involvement;
* Data gathering, including community health assessment or population health related to physical inactivity and/or obesity and related chronic diseases;
* Analysis of current and future conditions;
* Identification and prioritization of specific infrastructure projects to enhance these modes of transportation, which may involve both on-street and off-street infrastructure, including a cost opinion for each priority; and
* An implementation process for future design/construction activities and funding (though there is no expectation that this be an implementation plan).

Complete Streets Policy (CSP)

Complete Streets is a transportation policy and design approach that calls for streets to be planned, designed, operated and maintained to enable safe, convenient and comfortable travel and access for users of all ages and abilities regardless of their mode of transportation. A CSP identifies a community’s commitment to providing future opportunities to implement walking and biking infrastructure on current and/or future streets. Because most streets are shared by vehicles, pedestrians and bicyclists, many communities have adopted or are adopting policies that guide the evaluation and design of these shared transportation spaces. Typically, a CSP identifies general goals and principals to promote complete streets in a community and then determines specific actions or guidelines to evaluate and implement shared spaces for vehicle, pedestrians and bicycles.

**In November 2017, the National Complete Streets Coalition released a new and improved policy framework for grading Complete Streets policies. Its revamped**[**Elements of a Complete Streets Policy**](https://smartgrowthamerica.org/resources/elements-complete-streets-policy/)**calls for strong commitments to both equity and implementation. In 2018, the Coalition highlighted 12 of the best Complete Streets initiatives, projects, and champions around the country in lieu of its typical annual**[**Best Complete Streets Policies**](https://smartgrowthamerica.org/resources?resource_type=report&authors=&category_name=complete-streets&s=best+complete+streets+policies)**report.**

The application must identify the process by which the applicant will obtain input from the public and specific interest groups and the means by which the policy will be drafted and adopted. The expectation is that the policy will be adopted by locally elected officials through an ordinance, resolution, street design policy or comprehensive transportation plan. The policy must specify how the community will plan, design and maintain streets so they are safe for all users. See Appendix E for related resources.

Vision Zero Policy (VZP)

Vision Zero is a strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all. First implemented in Sweden in the 1990s, Vision Zero has proven successful across Europe and is now gaining momentum across America – not only in major cities as any more than zero deaths – regardless of location – is too many.

A VZP is an *actionable* set of policies calling for zero deaths from traffic crashes by a specified year. It is an ethics-based approach to strategizing to achieve no fatalities or serious injuries. Depending on the community, strategies might include a plan for speed management on streets used by pedestrians and bicyclists, requiring taxi companies to manage their employees or vehicles to prevent speeding and prioritize pedestrian safety and/or implementing a shift from road lighting to human-centric lighting.

Today, road users bear complete responsibility for safety; Vision Zero changes this relationship by emphasizing responsibility must be shared by transportation system/providers (e.g., elected officials, city planners, transportation and traffic engineers) and road users (e.g., obeying speed limits, not texting, etc.). For more information about and examples of Vision Zero policies, see Appendix D and/or [Vision Zero Network](https://visionzeronetwork.org/).

The application must identify the process by which the municipality (i.e., the applicant) will obtain input from the public and specific interest groups and the means by which the policy will be drafted and adopted. The expectation is that the policy be adopted by locally elected officials through an ordinance, resolution, policy or executive order.

**Appendix B – Letter of Intent**

This letter should be submitted on letterhead and sent, electronically, to: [pawalkworks@pitt.edu](mailto:pawalkworks@pitt.edu).

Carol Reichbaum

University of Pittsburgh

Center for Public Health Practice

130 DeSoto Street, A726

Pittsburgh, PA 15261

Dear Carol:

Please be advised that (name of municipality or organizational entity) anticipates submitting an application for funding to assist with the development of:

A Transportation Plan (e.g., transportation a component of comprehensive plan, standalone pedestrian/bicycle plan);

A Complete Streets Policy;

A Vision Zero Policy; or

A combination of the above (please explain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_).

In accordance with the Funding Opportunity Announcement, it is our intent to submit an application to [pawalkworks@pitt.edu](mailto:pawalkworks@pitt.edu) no later than August 30, 2019.

Name and contact information of person submitting this letter:

**Appendix C – Application Form**

**Development of Plans and Policies**

**to Enhance the Built Environment and**

**Expand Opportunities for Physical Activity**

If applying for funds for the development of a transportation plan and/or related policies, in accordance with the Funding Opportunity Announcement, please complete the following application and submit to [pawalkworks@pitt.edu](mailto:pawalkworks@pitt.edu) by 5:00 p.m. August 30, 2019.

The boxes within this form will expand to accommodate your responses.

|  |  |
| --- | --- |
| Applicant organization:  Enter text | |
| Please check the option that best describes your organization:  Municipality  MPO/RPO  Other (Please specify.)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Primary contact:  Enter text | Primary contact email/phone number:  Enter text |
| Please check the opportunity(ies) for which you are applying:  Transportation Plan  Complete Streets Policy  Vision Zero Policy  Choose an item. | |
| Will your plan and/or policy be a standalone document or a component of a larger plan? Please explain.  Enter text | |
| Please describe the extent to which you anticipate relying on in-house staff and/or consulting services to accomplish your proposed project. If you are confident that you will engage a consultant and are aware of the name of the firm, please provide.  Enter text | |

|  |
| --- |
| If requesting funds for the development of a **Transportation Plan**, please justify your proposal, below. At a minimum, the response should address the following:   * The need for and anticipated benefits of the plan, including – though not limited to – demographic characteristics of the community to be served; * How the plan will enhance the built environment to increase opportunities for physical activity through connectivity; * Examples of data to be collected; * The means by which community input will be obtained; * Broad description of major tasks and estimated duration of each task leading to the accomplishment of the proposed plan within the grant period ending September 30, 2020; and * Support for the proposal.   See section 8 of the Funding Opportunity Announcement for elements against which applications will be evaluated and Appendix A for additional guidance.  Enter text |

|  |  |
| --- | --- |
| Provide cost estimates, including whether this award will supplemented with additional sources of funding. | |
| Potential award amount  Transportation Plan: $10,000 - $20,000 | |
| Total requested amount |  |
| Personnel (including staff and benefits or consulting services) |  |
| Travel |  |
| Supplies |  |
| Indirect |  |
| If additional funds will be made available, attach any relevant documentation. |  |

|  |
| --- |
| If requesting funds for the development of a **Complete Streets Policy** and/or **Vision Zero Policy**, please define your proposal, below. At a minimum, the response should address the following:   * The need for the policy, including characteristics of the community to be served; * How the policy will enhance the built environment to increase opportunities for physical activity; * Examples of data to be collected; * The means by which community input will be obtained; * Major tasks and estimated duration of each leading to the accomplishment of your proposed policy within the grant period ending September 30, 2020; and * Support for the proposal.   See section 8 of the Funding Opportunity Announcement for elements against which applications will be evaluated and Appendix A for additional guidance.  Enter text |

|  |  |
| --- | --- |
| Provide cost estimates, including whether this award will be the sole source of funding. | |
| Potential award amount  Complete Streets or Vision Zero Policy(ies): $3,000 - $5,000 per policy | |
| Total requested amount |  |
| Personnel (including staff and benefits or consulting services) |  |
| Travel |  |
| Supplies |  |
| Indirect |  |
| Source and/or amount of additional funds |  |

|  |
| --- |
| Describe your organization’s qualifications and capacity to accomplish and implement the proposed project with regard to resources – internal and/or external to your agency. If applicable, provide examples of previous projects. Does this application serve to help complete or continue a previously initiated project?  Enter text |

You are invited to participate in a web-based conference call on Thursday, August 8 at noon. GoToWebinar will be used to administer the web conference. To register in advance, [click here](https://attendee.gotowebinar.com/register/9160267066405330187). On the day of the web conference, call: 877-309-2071; enter access code 356-394-181#. To view the content, you will link to: <https://attendee.gotowebinar.com/register/9160267066405330187>. Participation in the webinar is optional.

Finally, thank you for your interest in making your community more accessible to active transportation!

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**Appendix D – Explanation of Terms**

**Activity-friendly routes**refer to direct and convenient connections with everyday destinations, offering physical protection from cars and making it easy to cross the street. Activity-friendly routes reported for this measure must connect at least two everyday destinations, as described below.

Activity-friendly routes include four modes of active transportation:

1. Bicycle infrastructure/amenities include low-speed shared streets, bicycle boulevards, buffered bicycle lanes, conventional bicycle lanes, protected bicycle lanes, and signed bicycle routes, though do not include multi-use paths.
2. Pedestrian infrastructure includes sidewalks, context-sensitive traffic calming, intersection design, street lighting, and landscaping.
3. Multi-use paths include paved and unpaved trails, though do not include sidewalks or side paths (e.g., wide sidewalks along roads).
4. Public transit includes bus, light rail, van pool, dial-a-ride, subway, and paratransit (e.g., county or regional van service).

**Everyday destinations**refer to desirable, useful, and attractive places that people need to or want to go and could feasibly travel by walking, bicycling, or taking public transit for at least part of their trip. Examples include, though are not limited to: home, work, childcare, friend or family member’s home, grocery store, restaurant, café or bar, mall or retail center, transit station, place of worship, bank or ATM, gym or health club, senior center or community center, park, playground, trail, library, museum, arts center, doctor’s office and pharmacy.

**Implement**refers to progress reports or other substantiating documents that support improvements related to the approved plan or policy.

**New or improved plans or policies**refer to documents written and adopted or approved during the project period to specify or strengthen standards related to at least one activity-friendly route between at least two everyday destinations. These could be new plans or policies or existing plans and policies that have been revised to improve the creation and implementation of activity-friendly routes to everyday destinations. Routes or destinations that are implemented during the project period may be counted for the *actual* routes and destinations measures, whether addressed by plans or policies prior to or during the project period. To be counted, *actual* routes and destinations must be substantiated by documents such as implementation plans, budgets, annual or progress reports created during the project period, henceforth referred to as “substantiating documents”.

**Number of potential linear miles**refers to the number of linear miles of activity-friendly routes potentially created by new or improved plans or policies with specified or strengthened standards during the project period. Specifically, one must count the total length of planned new or improved multi-use paths, sidewalks, bicycle infrastructure/amenities, and public transit routes in the areas addressed by new or improved plans or policies as defined above. When the areas of different plans or policies overlap, miles may be totaled separately for different types of actual routes. See *Example* section below for further details. Note that these actual linear miles must connect everyday destinations.

**Number of potential new or enhanced sites**refers to the number of everyday destinations potentially created or enhanced by new or improved plans or policies during the project period. Sites include,

though are not limited to: parks, playgrounds, commercial centers, mixed-use buildings, farmers’ markets, and community centers that new or improved plans or policies will address (includes both existing and planned sites). Policies may include Shared Use Agreements (SUAs) that include sites connected by or planned to be connected by, activity-friendly routes. Potential sites may not be counted nor reported for any plans or policies passed prior to the project period.

**Number of people potentially impacted** by new or improved plans or policiesrefers to the number of people currently living in the areas within the community or area for which the grant covers (as described by one or more GEOIDs) that are addressed by new or improved plans or policies. When the areas addressed by different plans or policies overlap, people must be counted only once.

**Number of actual linear miles**refers to the number of linear miles of activity-friendly routes that have been completely built or installed as the result of new or improved plans or policies. If the plan or policy was passed during the project period, the actual miles may be counted upon completion of the route. If the plan or policy was passed prior to the project period, the actual miles are only counted if there are *substantiating documents created during the project period* that support the building or installation of the route. When the areas of different plans or policies overlap, miles may be totaled separately for different types of actual routes. Note that these actual linear miles must connect everyday destinations.

**Number of actual new or enhanced sites**refers to the number of everyday destinations that have been completely built, installed or enhanced as the result of new or improved plans or policies. If the plan or policy was passed during the project period, the actual sites may be counted upon completion. If the plan or policy was passed prior to the project period, the actual sites are only counted if there are *substantiating documents created during the project period* that support the building, installation or enhancement of the site. Policies may include Shared Use Agreements (SUAs) that are connected by or have plans to be connected by activity-friendly routes.

**Project period**, in the case of this grant, runs from the date the grant is awarded through September 2023. The expectation is that all grant recipients will agree to complete a brief data request, semi-annually, from the date of adoption of the plan or policy (in this case, no later than October 15, 2020) through September 2023. The requested data will pertain to the previously referenced linear miles, enhanced sites and the impacted population.

**Substantiating documents**refer to formal documents created and adopted or approved during the project period that facilitate the building, installation or enhancement of actual routes or destinations. These documents include budgets, implementation plans, annual or progress reports.

**Appendix E – Resources**

In addition to the endnotes on page 7 of the Funding Opportunity Announcement, the following are resources available for consideration in the development of your application and future work:

Policy and Plan Resources:

* [Elements of a Complete Streets Policy](https://smartgrowthamerica.org/resources/elements-complete-streets-policy/)
* <https://smartgrowthamerica.org/resources/best-complete-streets-initiatives-2017/>
* [Complete Streets: Best Policy and Implementation Practices](https://www.planning.org/publications/report/9026883/)
* [Complete Streets Policies at the Local Level; Model Local Resolution, Model Local Ordinance, and Model Comprehensive Plan Language](http://www.changelabsolutions.org/publications/laws-resolutions-cs)
* [Vision Zero Network: What is Vision Zero](http://visionzeronetwork.org/about/what-is-vision-zero/)
* [9 Components to a Vision Zero Strategy](https://visionzeronetwork.org/wp-content/uploads/2018/05/VZN-9-Components.pdf)
* [Core Elements for Vision Zero Communities](https://visionzeronetwork.org/wp-content/uploads/2018/11/VZN_CoreElements_FINAL.pdf)
* [Dangerous by Design 2019](https://smartgrowthamerica.org/still-dangerous-and-deadly-by-design/)
* [Action Plan: Vision Zero - Harrisburg](https://cityofharrisburg.zendesk.com/hc/en-us/articles/360020120593)
* [Vision Zero: New York City](http://www1.nyc.gov/site/visionzero/index.page)
* [Vision Zero San Jose; 2-Year Action Plan](http://www.sanjoseca.gov/DocumentCenter/View/74828)

Health Disparity Data:

* [County Health Rankings](http://www.countyhealthrankings.org/):
* Adult obesity rates
* Physical inactivity rates
* Median household income
* Access to parks
* [Rural Pennsylvania Counties](http://www.rural.palegislature.us/demographics_rural_urban_counties.html)
  + 2014 rural vs. urban data
* [Pennsylvania Crash Information Tool](https://www.penndot.gov/TravelInPA/Safety/pages/crash-facts-and-statistics.aspx)
* Pennsylvania crashes by county
* Pedestrian fatalities by county

**Appendix F – Grant Recipients: 2017-18 and 2018-19**

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| --- | --- |
| **Funding for Active Transportation Plans and Policies** | |
| **2018-19 Grantees** | **Project** |
| Bristol Borough | Active Transportation Plan |
| Hatfield Township | Active Transportation Plan |
| Lehigh Valley Planning Commission | Active Transportation Plan |
| Lower Allen Township | Active Transportation Plan |
| Montgomery County Planning Commission | Complete Streets Policy |
| Morrisville Borough | Active Transportation Plan |
| New Britain Borough | Active Transportation Plan |
| Plumstead Township | Complete Streets Policy |
| Springettsbury Township | Active Transportation Plan |
| Upper Dublin Township | Active Transportation Plan |
| Wilkins Township | Complete Streets Policy |
| **2017-18 Grantees** | **Project** |
| Elizabethtown Borough | Active Transportation Plan |
| Jersey Shore Borough | Active Transportation Plan |
| Oakmont Borough | Active Transportation Plan |
| West Earl Township | Active Transportation Plan |

1. <https://www.cdc.gov/nchs/data/databriefs/db288.pdf> [↑](#endnote-ref-1)
2. <https://www.cdc.gov/obesity/data/prevalence-maps.html> [↑](#endnote-ref-2)
3. <https://nccd.cdc.gov/dnpao_dtm/rdPage.aspx?rdReport=DNPAO_DTM.ExploreByLocation&rdRequestForwarding=Form> [↑](#endnote-ref-3)
4. <https://nccd.cdc.gov/dnpao_dtm/rdPage.aspx?rdReport=DNPAO_DTM.ExploreByLocation&rdRequestForwarding=Form> [↑](#endnote-ref-4)
5. <https://www.cdc.gov/physicalactivity/community-strategies/beactive/index.html> [↑](#endnote-ref-5)