

**TRANSPORTATION AND GROWTH MANAGEMENT PROGRAM
2016 GRANT APPLICATION COVER SHEET**

APPLICATIONS DUE 4:00 PM, June 10, 2016

Type of Grant:	Category 1	ODOT Region (1-5):	Region 2
Primary Applicant Jurisdiction:	Lane Transit District and Lane Council of Governments (Co-Applicants)		
Project Title:	Safe Routes to Schools Action Plan Planning Project		
Mailing Address:	P.O. Box 7070		
City/Zip:	Springfield	97475	
Contact Person:	Theresa Brand		
Telephone/Email:	541-682-6132	theresa.brand@ltd.org	

	MATCH	
	YES	NO
Other Local Jurisdictions involved in the project:		
Springfield Public School District	<input checked="" type="radio"/>	<input type="radio"/>
4 J Public School District	<input checked="" type="radio"/>	<input type="radio"/>
City of Coburg	<input type="radio"/>	<input checked="" type="radio"/>

Summary Description of Project: This section must be completed. Do not refer to text within the application form. In no more than 1000 characters, describe the purpose of your project and the expected outcomes.

The Safe Routes to Schools Action Plan Pilot Project would develop a refined process for evaluating area infrastructure adjacent to 3 schools in the City of Eugene, 1 in Coburg and 2 within the City of Springfield when completing Safe Routes to Schools required Action Plans. Currently, there is no clear and consistent process in the region for connecting the SRTS Action Planning Process with each jurisdictions planning process for infrastructure improvements as part of their Transportation Planning Process.

The information and process formed as part of this pilot project, will help inform, and possibly recommend, infrastructure improvements that could be bundled into a package of improvements in that same area which will be reviewed and prioritized for future planning processes which could include: the next TSP cycle for that jurisdiction, school improvement site plans through and MOU or IGA processes.

2016 TGM Grant Application Cover Sheet

Jurisdiction: Lane Transit District and Lane Council of Governments (Co-Applicants)

Project Title: Safe Routes to Schools Action Plan Planning Project

Budget Breakdown (Based on your response to Award Criterion 3)

TASK	TGM FUNDS REQUESTED	
	GRANTEE	CONSULTANT
Project Management at .25 FTE for 1 year	\$52,000.00	
GIS Site Analysis (6 Sites)	\$10,800.00	
Open House (Staff, Rental, Refreshments x 2)	\$8,600.00	
Map & Document Updates	\$6,000.00	
Site Evaluations	\$6,000.00	
Map Compilations and Report 1	\$2,500.00	
Recommendation + Implementation Priority Table with Projected Costs	\$1,000.00	
Draft Action Plan	\$7,200.00	
Final Review - Prioritization List +Final Project Report	\$1,200.00	
Additional Planning Meetings	\$4,765.00	
Total TGM Funds Requested:	\$100,065.00	\$0.00
		\$100,065.00

Minimum Match Requirement - 12% of the Total Project Budget:	\$13,645.23
Match to be Provided:	\$13,646.00

Type of Match to be Provided:

2016 TGM Grant Application Cover Sheet

Jurisdiction: Lane Transit District and Lane Council of Governments (Co-Applicants)

Project Title: Safe Routes to Schools Action Plan Planning Project

Eligibility Requirements

The following three eligibility requirements are reviewed on a pass/fail basis. Applications found to not meet each of these requirements will not be scored against the award criteria and will not be awarded a grant.

1. Clear Transportation Relationship

A proposed project must have a clear transportation relationship and produce transportation benefits. A project must entail analysis, evaluation of alternative scenarios, development of implementation measures, and public involvement that results in a transportation plan, land use plan, or other product that addresses a transportation problem, need, opportunity, or issue of local or regional importance. 1000 character limit.

This project would develop a process for SRTS and local transportation staff to develop infrastructure improvement recommendations as part of a an analysis process that is developed as part of the School Action Planning Process. The infrastructure improvements identified will be vetted with transportation and school staff along with interested members of the public and the will be used as part of future planning processes including annual project list updates, TSP updates and school site planning processes. This pilot is necessary in order to develop and refine an action planning process that includes a comprehensive planning team from the outset staffed by SRTS, School Staff and local jurisdictional staff. This model will then be used in all future school action planning processes and a tool for informing local jurisdictions transportation planning efforts.

2. Adoption of Products to meet Project Objectives

A proposed project must include preparation of an adoption-ready product or products that directly address the project objectives, such as a transportation system plan, comprehensive plan amendment, land use plan, code amendment, implementation program, or intergovernmental agreement. Projects that will primarily do outreach, research, study an issue, compile data, or prepare maps are not eligible. Projects are expected to include adoption hearings or will be part of a larger project to be adopted. 800 character limit.

This project would develop 6 site action plans for 2 school districts in three cities. This information will be developed out the work of a transportation planning team that includes members of the SRTS, school staff and local jurisdictions. The project includes site analysis, public involvement, the development of draft maps and the identification of improvements. A draft project development list will be developed and all of the information will fold into a final report that summarizes the findings along with 6 action plans and recommendations and an implementation matrix.

3. Support of Local Officials

A proposed project must clearly demonstrate that local officials understand the purpose of the grant application and support the project objectives. A letter or resolution of support from the governing body of the applying jurisdiction (e.g. City Council, Board of Commissioners) must be submitted with the application to meet this requirement. 500 character limit.

This project has support from Springfield Public Schools, 4J Public Schools, the Cities of Coburg, Springfield, Eugene, Lane MPO and the Lane Transit District.

2016 TGM Grant Application Cover Sheet

Jurisdiction: Lane Transit District and Lane Council of Governments (Co-Applicants)

Project Title: Safe Routes to Schools Action Plan Planning Project

Certifications

This application was prepared by staff of the primary applicant or staff of one of the involved jurisdictions.

This application was prepared by the following compensated consultant:

Consultant Name:

Consultants may prepare the jurisdiction's application. However, uncompensated consultants are not eligible to participate in the project itself. Consultants who are paid to prepare the application may be eligible to participate in the project. Contact [Cindy Lesmeister](#) at 503-986-4349 if you have questions.

I understand that, if used, consultant selection will follow the policies and requirements of the ODOT Procurement Office: <http://www.oregon.gov/ODOT/CS/OPO>

Applicant Title:

Printed Name:

Authorized Signature*:

*Please only include the authorized signature on the mailed hard copy. **DO NOT submit a printed, signed, and scanned version electronically.**

I have mailed in a hard copy of my application with authorized signature.



TRANSPORTATION AND GROWTH MANAGEMENT (TGM) 2016 GRANT APPLICATION FORM

Instructions: See the [Grant Application Packet](#) for how to respond to each of the Award Criteria

Completed Grant Application Form must not exceed 8 pages, less attachments. Excess pages will be discarded.

Examples of successful applications and help to develop a project approach and budget estimate are available on the TGM Grants page: <http://www.oregon.gov/LCD/TGM/Pages/grants.aspx>.

The answer fields below will expand as you type.

ORGANIZATION NAME Lane Transit District – Point2point	PHONE 541-682-6132
CONTACT PERSON NAME AND TITLE Theresa Brand, Transportation Options Manager	CONTACT PERSON E-MAIL Theresa.brand@ltd.org
PROJECT TITLE Safe Routes to School Action Plan –Planning Pilot	

Award Criteria

Applications may receive a total of 110 points.

- Up to 100 points are based on an applicant’s written responses to five award criteria.
- Up to 10 bonus points may be awarded for **Project Innovation**: *the application must demonstrate that the project will be innovative in subject matter, approach, or expected outcomes.* Do not write a separate response about how your project meets this criterion; scorers will award points based on the entirety of the application. By the nature of the criterion, most projects will not receive any points.

Projects are selected primarily based on scores for the TGM award criteria; also considered are the grant amounts requested, the estimated amounts TGM believes may be required for a project, the amount of grant dollars available for award within an ODOT region, and the balance of grant dollars between Category 1 and Category 2 projects. A scoring consideration is ensuring a fair distribution of grant funds to smaller or economically distressed communities.

1. Proposed Project Addresses a Need and Supports TGM Objectives Up to 40 points

The project clearly and effectively addresses a local or regional transportation or transportation-related land use issue, problem, need, or opportunity and will achieve one or more of the TGM objectives (as listed on pages 3-4 of the Application Packet).

The proposed Safe Routes to School (SRTS) Action Plan pilot addresses a need which is both local and regional. The need is for safe pedestrian and bicycle access to and from schools. The problem is school safe routes planning currently has little to no nexus in jurisdictional transportation planning. In this sense the proposed project is innovative. The SRTS Action Plan pilot supports TGM Objective 1-

Provide transportation choices to support communities with the balanced and interconnected transportation networks necessary for mobility, equity, and economic growth; and particularly 1.4 Safe and convenient walking, biking, and public transportation opportunities to support a healthy, active lifestyle. By establishing SRTS action plans more active transportation opportunities for youth and their families will be available and contribute to healthy lifestyles. The project also addresses equity by providing youth who would otherwise be dependent on parents to either drive them to school or get them to the bus stop on time to travel to and from school on their own. Socioeconomically disadvantaged students have higher absence rates which link directly to poorer academic performance and life opportunities. By providing a venue for students to travel safely on their own to and from school, the project takes a distinctive step toward improving attendance and thus, academic outcomes. The project supports TGM Objective 2-Create communities, specifically Objective 2.2 well-located activity centers, including schools and other government services which are accessible to pedestrians, bicyclists, and transit users. The project will improve and in some areas establish school accessibility to pedestrians and bicyclists. Finally, the SRTS Action Plan pilot furthers TGM Objective 5-Promote environmental stewardship through sustainable land use and transportation planning; 5.1 Transportation systems and land use patterns that protect valuable natural resources, promote energy efficiency, and reduce emissions of air pollution and greenhouse gases by increasing non-motorized transportation (safe pedestrian and bicycle routes to schools)/ reducing SOV use in neighborhoods near schools which will in turn improve air quality making it more attractive to walk and bike in the affected areas. This project will establish a consistent and replicable regional process for how the development of school action plans is incorporated into the local and regional transportation planning process and system.

2. Proposed Project is Timely and Urgent

Up to 25 points

The application demonstrates timeliness and urgency. The project is needed now to:

- address pressing local transportation and land use issues;
- make amendments to local plans or regulations necessitated by changes in federal regulations, state requirements, or regional plans;
- make amendments to local plans or regulations necessitated by changes that were not anticipated in previous plans including growth or lack of growth, changes in land use patterns, or changes in available funding;
- build on, complement, or take a necessary step toward completing or implementing other high priority community initiatives, including supporting a Governor's Regional Solutions Team priority; or
- resolve transportation- or land use-related issues affecting the project readiness of local, regional, or state transportation projects for which funding is expected to be obligated within the near future.

The SRTS Action Plan pilot project is timely because participating local jurisdictions (Eugene, Springfield and Coburg) have recently or will soon complete their TSP's. There is a need for the integration of current school improvement projects with city planning processes. This pilot planning process will develop a coherent and consistent process for Safe Routes to Schools Program Coordinators and city staff to work together to complete school action plans over the next few years. It is estimated over 18 school plans will be completed. This model will be adopted for future transportation planning processes identifying school and neighborhood improvements in the region.

The SRTS Action Plan project also furthers two Governor’s Regional Solutions Team (GRST) priorities. Entrepreneurial Ecosystem-promoting regional workforce readiness is supported by providing pedestrian and bicycle opportunities for students to get themselves to school, increasing attendance, improving academic performance thus promoting regional workforce readiness. The other relevant GRST priority is Transportation-transportation systems which will experience value added through the integration of SRTS planning with jurisdictional transportation planning. Schools and community livability are two primary draws to high quality employees which are in high demand for the region’s growing technology industry. This project will provide exponential and multiple objective benefits to the region.

3. Proposed Project Approach is Reasonable

Up to 20 points

The application demonstrates a clear approach to achieving the expected outcome and results in consideration for adoption. Where substantial coordination with other local, regional, and state planning efforts occurs (or will need to occur), the mechanisms and responsibilities for the coordination are clear.

The expected outcomes of the SRTS Action Plan pilot project is 1) adoption of six (6) SRTS action plans by school district; and 2) SRTS process and capital projects will be integrated into local (and in some cases regional) projects. Local transportation staff have been involved in the developing and scoping of this grant application. The Cities of Springfield, Coburg and Eugene Transportation Planning Staff have agreed to participate in this process as part of this pilot. All have expressed an interest in having a more defined action planning process which will help inform the planning work they do within their jurisdiction. The Lane Council of Governments MPO Planning Staff are prepared to serve as the Project Coordinators working closely with the jurisdictional staff and staff from Point2point at Lane Transit District along with the Safe Routes to Schools Coordinators within the Springfield School District and Eugene 4J District.

<u>Agency</u>	<u>Responsibility</u>
Lane MPO Staff	Project Management including finalizing all deliverables
Point2point Staff	Serve on Project Team and assist with deliverables and logistics
City Transportation Staff	Serve on Action Plan Teams and review and analyze materials & data
Lane Transit District Staff	Assist with graphics, material proofing and logistics, grant management

The pilot project has 6 key tasks:

1. The formation of six (6) School Evaluation Teams made up of school staff, parents, local transportation staff and Point2point staff.
2. Six (6) Individual school site evaluations.
3. Two (2) community engagement meetings will be held for each school.
4. Transportation partner agencies will hold planning meetings to discuss and integrate these efforts into their transportation plans.
5. Six (6) Action Plans will be developed and create a prioritized list of infrastructure improvements for school walk sheds.
6. A final report including the development of a recommended action planning process structure

will be finalized.

4. Proposed Project has Community Support

Up to 5 points

The application demonstrates that there is local support for the project objectives, a commitment to participate, and a desire to implement the expected outcome.

There is local support from the Lane MPO Transportation Planning Committee (local transportation planning staff), Lane Transit District Board, Springfield Public Schools, 4j School District, City of Eugene, City of Springfield, and City of Coburg. The partner agencies support these efforts to develop processes that will create safer walking and biking infrastructure near and around schools, improve community health, and create a more livable community.

LIST ATTACHED LETTERS OF SUPPORT
1. Lane Transit District Board
2. 4J School District
3. Springfield School District
4. Click here to enter text.
5. Click here to enter text.
6. Click here to enter text.
7. Click here to enter text.
8. Click here to enter text.

5. Proposed Project Sponsor Readiness and Capacity

10 Points

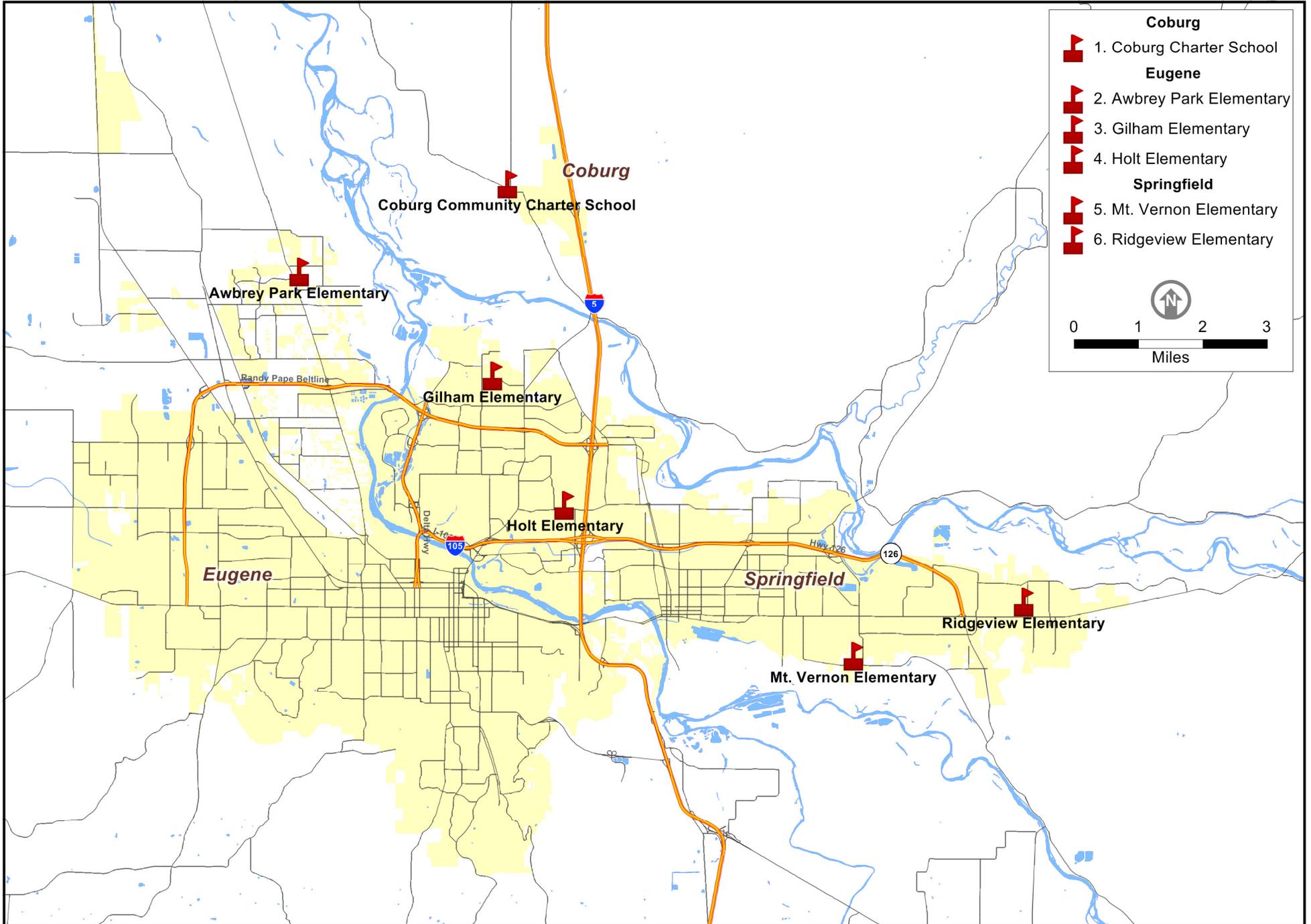
The application demonstrates that the local government is ready and able to begin the project within the TGM timetable and that there is local commitment and capability to manage the project considering the complexity of the project, the size of the jurisdiction, and performance on previous TGM projects. Where substantial coordination with other local, regional, and state planning efforts will need to occur, all of the partners are ready and able to begin the project within the TGM timetable.

Lane Council of Government Staff have expressed that they have experienced and available staff to develop a number of aspects of the project including project leadership. Point2point staff are ready to participate as active team members. The local jurisdictional transportation staff along with the Safe Routes to Schools Team are ready to develop this project as soon as it is funded. When funded the project team will develop a timeline and milestone chart that will outline the timelines for each deliverable. The school schedule will be considered in order to get the most robust involvement from school and parent volunteers involved in the action plan schools. The Lane MPO and SRTS Staff currently work well and frequently together so the coordination and development of this project will meet little difficulty.

Figure 1. SRTS – TSP Pre-Planning Pilot Project School Locations



Point2point



RACIAL AND ETHNIC IMPACT STATEMENT

This form is used for informational purposes only and must be included with the grant application.

Chapter 600 of the 2013 Oregon Laws require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons¹ in the State of Oregon if the grant is awarded to a corporation or other legal entity other than natural persons.

- 1. The proposed grant project policies or programs could have a disproportionate or unique positive impact on the following minority persons:

Indicate all that apply:

- Women
- Persons with Disabilities
- African-Americans
- Hispanics
- Asians or Pacific Islanders
- American Indians
- Alaskan Natives

- 2. The proposed grant project policies or programs could have a disproportionate or unique negative impact on the following minority persons:

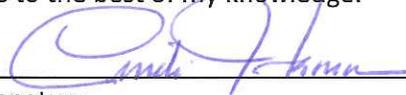
Indicate all that apply:

- Women
- Persons with Disabilities
- African-Americans
- Hispanics
- Asians or Pacific Islanders
- American Indians
- Alaskan Natives

- 3. The proposed grant project policies or programs will have no disproportionate or unique impact on minority persons.

If you checked numbers 1 or 2 above, on a separate sheet of paper, provide the rationale for the existence of policies or programs having a disproportionate or unique impact on minority persons in this state. Further provide evidence of consultation with representative(s) of the affected minority persons.

I HEREBY CERTIFY on this 8th day of June, 2016, the information contained on this form and any attachment is complete and accurate to the best of my knowledge.


Signature
Printed Name: Cindi Haman CPA
Title: Acting Finance Manager

¹ "Minority persons" are defined in SB 463 (2013 Regular Session) as women, persons with disabilities (as defined in ORS 174.107), African-Americans, Hispanics, Asians or Pacific Islanders, American Indians and Alaskan Natives.



June 10, 2016

Cindy Lesmeister
Manager
Transportation and Growth Management Program
ODOT Mill Creek Building
555 13th Street NE, Suite 2
Salem, Oregon 97301

Dear Ms. Lesmeister:

As the Safe Routes to School Coordinator for the Springfield School District, I support Point2point's Transportation Growth Management (TGM) Grant application for the *Safe Routes to Schools Action Plan – TSP Pre-Planning Process Pilot Project*.

This pilot project will help our regional SRTS program create a regionally consistent approach on how to initiate and develop school action plans with the regional transportation planning staff from the beginning of the process, ultimately making for better long term outcomes for infrastructure improvements near and around schools.

As the Safe Routes to School Coordinator, I am focused on encouraging our district's students to use active transportation while coming and going to and from school. This project can help create safer, long-term outcomes for that goal by planning for and helping implement positive changes in the neighborhoods adjacent to our schools.

I believe this TGM pilot project will help with this effort. If you have any questions, please feel free to contact me at your convenience

Thank you for your consideration of this grant application.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew Fisher", is written over a light blue horizontal line.

Matthew Fisher
Safe Routes to School Coordinator
Springfield Public Schools - Transportation

SafeRoutes

Eugene Springfield Safe Routes to School



Shane MacRhodes
SRTS Program Manager
4j School District Transportation
eugenespringfieldsrts.org
macrhodes@4j.lane.edu
541-556-3553

Cindy Lesmeister
Manager
Transportation and Growth Management Program
ODOT Mill Creek Building
555 13th Street NE, Suite 2
Salem, Oregon 97301

Dear Ms. Lesmeister:

As the Safe Routes to School Program Manager for the 4j School District I wanted to express my support for Point2point's Transportation Growth Management (TGM) Grant application for the Safe Routes to Schools Action Plan – TSP Pre-Planning Process Pilot Project.

Since 2008 the 4J School District has not only grown our district's Safe Routes to School program into a strong and respected program but we've also supported the work at a regional level to bring healthy active transportation to students throughout our metro region. This grant would help to continue that work to reach even more students by focusing our investments into some previously underserved schools. Over the past 8 years we've completed Action Plans in many of our schools but since the change in dedicated SRTS funding at the national and state level we've had to adapt how we work with local jurisdictions to find funding for these projects. This pilot project will help our regional SRTS program create a better system for working with our city and county partners in prioritizing our SRTS infrastructure project needs.

As a student-centered district we are focused on what is best for our children and we believe that creating safe and healthy routes to our schools is an important piece of that work. We are good stewards of the funds we receive from the public and recognize that we are responsible for taking care of the facilities our community has entrusted to us to ensure that our buildings and equipment are safe, attractive, and comfortable. Because of this we have invested our funds to improve not only our on-site facilities for active transportation but also helped to create off-site improvements like safer crossings, connected sidewalks, and other active transportation improvements. Through this TGM grant we would create a better system to more efficiently classify and prioritize our future Safe Routes to School projects.

We thank you for your consideration of this grant application.

Sincerely,

A handwritten signature in black ink that reads "Shane MacRhodes". The signature is written in a cursive style with a long, sweeping underline.



June 8, 2016

Cindy Lesmeister, Manager
Transportation and Growth Management Program
Oregon Department of Transportation
ODOT Mill Creek Building
555 13th Street NE, Suite 2
Salem, Oregon 97301

Dear Ms. Lesmeister:

On behalf of the Lane Transit District Board of Directors, I support Point2point's Transportation Growth Management (TGM) Grant application for the ***Safe Routes to Schools Action Plan – TSP Pre-Planning Process Pilot Project***.

Our agency supports the interests of the local jurisdictions (Lane County and the cities of Springfield, Eugene, and Coburg) in developing a more refined process for identifying and then planning for infrastructure improvements near and around schools. This information will then be prioritized when each agency updates its Transportation System Plan. These jurisdictions have determined that this will best be accomplished by starting early during the individual school action plan process. This pilot project will accomplish that.

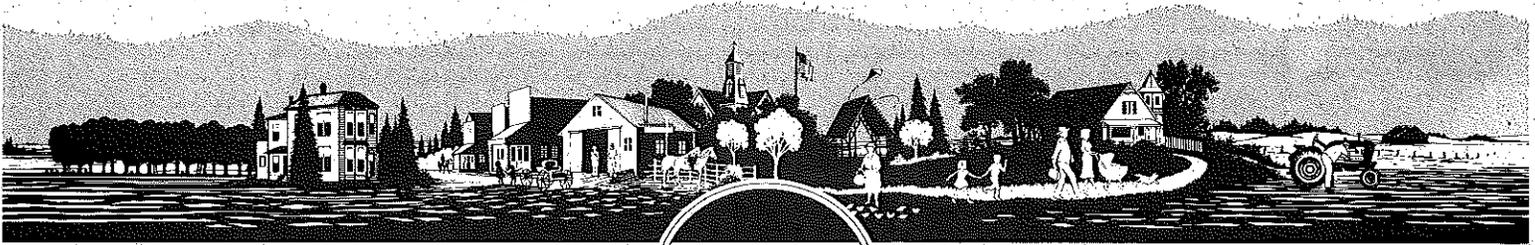
Lane Transit District (LTD) supports the region's values, which include increasing safety and safe travel throughout the region, especially near local schools. We believe that this project and the resulting process are key in this endeavor. LTD hosts and supports transportation options in many ways in the region, including hosting the region's Transportation Options Program through our Point2point Division.

Additionally, LTD values working closely with local jurisdictions, along with our school partners that includes school officials and parents, to assist with helping to identify and initiate improvements on the ground level. This effort can help significantly improve the walkability and bike ability of neighborhoods. We believe that all of these efforts can help create a safer and healthier region.

Sincerely,

Gary Wildish, President
Lane Transit District Board of Directors

GW:TB:jms



CITY OF COBURG • P.O. BOX 8316 • COBURG

OREGON 97408 • 541-682-7850 FAX 541-485-0655

June 9, 2016

Cindy Lesmeister
Manager
Transportation and Growth Management Program
ODOT Mill Creek Building
555 13th Street NE, Suite 2
Salem, Oregon 97301

Dear Ms. Lesmeister:

On behalf of the City of Coburg, I support Point2point's Transportation Growth Management (TGM) Grant application for the ***Safe Routes to Schools Action Plan – Transportation System Plan Pre-Planning Process Pilot Project***.

The public K-8 Coburg Community Charter School (CCCS) is essential to the Coburg community and we are proud of its ongoing success, connections with the greater community, and partnerships with the City. This TGM project proposal will benefit CCCS and the City by setting the groundwork for active transportation infrastructure improvements near and around our school that will be leveraged by funded bike-ped improvements at the adjacent intersection including a hard surface path connection to residential and commercial districts.

Encouraging safe, active options for children to get to and from school has been a longstanding priority for both the City and CCCS. Unfortunately, no improvements have been made in over a generation. This grant provides a step forward to improve safety which should catalyze increased use of active modes.

A core Coburg value is leveraging resources wherever possible. This proposal enables us to work with regional partners toward solutions that we would not otherwise be able to accomplish. Thank you for considering Point2point funding for the Safe Routes to Schools Action Plan – Transportation System Plan Pre-Planning Process Pilot Project.

Sincerely,

Ray Smith
Mayor

From: [Theresa Brand](#)
To: [GENIESSSE Sue](#)
Subject: Re: Point2point - Safe Routes to Schools Action Plan -Planning Pilot 1 of 1
Date: Friday, June 10, 2016 3:27:42 PM

Yes the action plans and later the tsp updates when the next ones are adopted

Sent from my iPhone

On Jun 10, 2016, at 3:18 PM, GENIESSSE Sue
<Sue.GENIESSSE@odot.state.or.us<<mailto:Sue.GENIESSSE@odot.state.or.us>>> wrote:

Thank you, Theresa.

Can you clarify whether there will be a product able to be adopted from this project?

Sue Geniesse

Sue Geniesse
Senior Transportation Planner
Transportation & Growth Management Program
555 13th St. NE, Suite 2
Salem, OR 97301-4178
503-986-4442
FAX: 503-986-4174
sue.geniesse@odot.state.or.us<<mailto:sue.geniesse@odot.state.or.us>>
Schedule: Tues & Weds 8-3:30; Th 8-2:30
<http://www.oregon.gov/LCD/TGM/pages/index.aspx>

From: Theresa Brand [<mailto:Theresa.Brand@ltd.org>]
Sent: Friday, June 10, 2016 2:40 PM
To: TGM Grant Apps
Subject: Point2point - Safe Routes to Schools Action Plan -Planning Pilot 1 of 1

Request a Read Receipt

Here is our submittal for the TGM Grant Program for 2016. Please let me know if you have any questions.

Theresa Brand
Transportation Options Manager
Point2Point Solutions @Lane Transit District
P. 541- 682-6132 C.541-337-8238 F. 541-682-6111
theresa.brand@ltd.org<<mailto:theresa.brand@ltd.org>>

Remember to share the road, please!
<http://www.facebook.com/point2pointSolutions>