



2018 Safe Routes to School Infrastructure Competitive Grant Program Application

Part 1: General Information

Applicant Contact Information

Name
Test

Title
Test

Agency
Test

Phone
(555) 555-5555

Email
leeanne.fergason@odot.state.or.us

Roadway Authority Information (if different than applicant)

Contact's Name

Title

Agency

Phone

Email

Will applicant oversee design and construction of the project?

No

If no, list agency who will oversee design and construction of the project and explain why:

Note: Maximum 750 characters.

Is the applicant submitting more than one application

Yes

If yes, rank this application:

Example: 1 of 4 (1 being highest priority)

Part 2: Eligibility Requirements

Did the applicant submit a Letter of Intent?

Yes

Is the project within a one-mile radius of a public school?

Yes

Use map generated from the [Safe Routes to School Web Application](#).

Is the project in or aligned with a plan that meets the requirements of ORS [ORS 195.115](#) 195-115?

Yes

[OAR 737-025-0060](#)

List the plan, the date adopted or completed, and how the project is aligned with the plan:

Note: Maximum 750 characters. Example: Name of Plan, Date Adopted/Completed

Is the project supported by the school or school district?

Yes

You are required to include a letter of support from the school or school district as an attachment in Part 7.

Is the project in the public road right of way or will the project widen the road right of way to include your project?

Yes

Does your project reduce barriers and hazards to children walking or bicycling to and from school?

Yes

If you answered yes to the above questions, please continue.

Part 3: Background

Information can be provided for one project or a bundle of projects if applicable.

Provide a high-level PROBLEM statement that describes the barriers of children walking or bicycling to school. Provide a summary of the problem in a concise manner that can be used on a website or publication.

Note: Maximum 250 characters.

Provide a high-level description of your PROJECT. Project should be a viable solution to the above problem. Provide a summary of the project in a concise manner that can be used on a website or publication.

Note: This language may be used on a website. Maximum 250 characters.

Additional Problem/Project Description: Describe any further details about the problem, the project, and how this project will help remove barriers for children walking and bicycling to the primarily affected school:

Note: Maximum 750 characters.

Is the project located in a city with 5,000 people or less?

Yes

Is the project serving a Title I school (40% or more students receiving free and reduced lunch)? [Students Eligible for Free or Reduced Lunch](#)

Yes

If yes, what percentage of children that attend the primarily affected school is eligible to receive free and reduced price meals?

[Students Eligible for Free or Reduced Lunch](#)

Describe the status/progress to date of school engagement for this project.

Note: Maximum 750 characters.

Does the applicant own sufficient right of way (ROW)?

No

Does the ROW need to be acquired?

Yes

Who owns the right of way?

Note: Maximum 250 characters.

Does the ROW owner concur with your project request?

No

If the applicant answered No or I don't know, describe why:

Note: Maximum 250 characters.

Who will maintain the improvements once the project is completed, including landscaping?

example: applicant

Will any utilities need to be relocated?

Yes

If yes, please list and explain how you plan to mitigate:

Note: Maximum 250 characters.

Describe how your project impacts storm water drainage.

Note: Maximum 750 characters. Include information like if you will be adding or relocating curb and gutter.

Are there any environmental resources within or adjacent to the project area?

Yes

See the following links for ruther assistance with environmental resources or hazards:

[Local Agency Guidelines Manual - Environmental Chapter 05](#)

[ODOT Geo-Environmental](#)

If yes, please list and explain how you plan to mitigate:

Note: Maximum 750 characters .Examples: Wetlands and waterways, endangered species (fish, plants and wild life), water quality and quantity (storm water), flood plains, historic structures, and archaeological sites

Are there any environmental hazards within or adjacent to the project area?

Yes

See the following links for ruther assistance with environmental resources or hazards:

If yes, please list and explain how you plan to mitigate:

Note: Maximum 750 characters. Examples include but are not limited to: Hazardous waste sites/materials, and geologically unstable slopes.

Briefly describe public outreach process around this project to date.

Note: Maximum 750 characters.

Identify any concerns that have been raised in the public outreach process or that you anticipate being raised and how you anticipate addressing these issues.

Note: Maximum 750 characters.

Is additional public outreach process necessary?

Yes

If yes, describe:

Note: Maximum 750 characters.

Is the proposed project included in a larger project?

Yes

[ORS 366.514](#)

[ADA Facilities
requirements](#)

If yes, describe larger project and funding sources:

Note: Maximum 750 characters.

Note: Safe Routes to School dollars may not be used to supplement funding on a project that already triggers ADA facility requirements or ORS 366.514 requirements. ADA, walkway and bikeway enhancements that go beyond minimum requirements are eligible.

Describe any design work started or completed on the project.

Note: Maximum 750 characters. Example: Not started yet, started but not complete, or completed. Attach draft or completed designs in Part 7.

Does the project include a railroad crossing or is it within 500 feet of one?

Yes

If yes, do the railroad company and the ODOT Rail Crossing Safety Unit concur with the project request?

Yes

If yes, provide a signature of railroad company or ODOT Rail Crossing Unit on the [Application Signature Page](#) and submit in Section 7.

Are any bridges, tunnels, retaining walls or other structures required?

Yes

If yes, describe:

Note: Maximum 750 characters.

Part 4: Project Details and Schedule

List the proposed improvements/countermeasures/methods and location to provide a detailed project description. Use the format below. Applicants may add multiple locations.

Location Information

Location 1

Latitude:

Example: 45.456

Longitude:

Example: -123.123

Use map generated from the [Safe Routes to School Web Application](#).

Name of street, road or highway on which the project is located:

Example: X Street

Cross street or other reference point (include state highway milepost begin/end if applicable):

Example: Y street

Project length in feet:

Example: 50

Which side of the street is the project located?

Example: Both, North, South, East, West

Is there a history of school-related crashes at this location that this project would address?

Yes

If yes, describe and include number of crashes and if crashes were non-serious, serious injury, or fatal.

Note: Maximum 750 characters. Include information like number of crashes and if crashes were non-serious, serious injury, or fatal.

At the proposed project location what is the:

Posted travel speed (mph)?

< 25 mph

Optional: Posted travel speed (mph)?

Optional: Operating speed (85th percentile) (mph)?

Optional: Operating speed (85th percentile) (mph)?

Optional: Desired speed (the target speed) (mph)?

Optional: Desired speed (the target speed) (mph)?

What are the number of travel lanes and the crossing width of the road?

Example: 2 lanes, 35 feet

At the project location(s) what is the average annual daily traffic (AADT)?

3,000-5,999

Improvement Descriptions

Description of Improvement

Example: Rapid Flashing Beacon or Sidewalk

What are the current crossing accommodations at the proposed project location(s)?

Crossing Accommodation	Number
Marked crosswalks	1
Crossing guard or student safety patrol	1

Priority Safety Corridor

In order to qualify as a Priority Safety Corridor at least one of the projects must be located on a road where the posted speed or 85th percentile speed of traffic is 40 miles per hour or greater OR if any two of the following apply:

- Posted speed limit 30 miles per hour or greater;
- More than 2 lanes or a crossing distance greater than 30 feet;
- 12,000 or greater annual average daily traffic;
- Has a demonstrated history of crashes related to school traffic.

More information can be found in the [Program Guidelines](#).

Does your project qualify as a Priority Safety Corridor? If you have multiple projects, does at least one of your projects qualify as a Priority Safety Corridor?

No

Project Schedule

Phase	Completed in X weeks after Intergovernmental Agreement (IGA) is executed, or date if already completed
Scoping and Planning (mandatory)	4
Community Outreach/Engagement (mandatory)	5
Right-of-way and Land Acquisition (if applicable)	6
Permits (if applicable)	7
Final Plans/Bidding Engineering Documents (mandatory)	8
Construction Contract Award (if applicable)	9

Utilities Relocation (if applicable)	10
Project Completion (mandatory)	11

Part 5: Project Cost and Cash Match

Project Cost and Funding Request

Provide a cost estimate. Note that any cost overages are the responsibility of the applicant.

Project Cost Estimates

Item	Cost Estimate
Preliminary Engineering/Design Costs	\$100,000.00
Right of Way Costs	\$100,000.00
Utility Costs	\$100,000.00
Construction Costs	\$100,000.00
Other Costs:	\$100,000.00

Total Project Cost: \$500,000.00

Grant Award Request
\$400,000.00

Recipient Match
\$100,000.00

Note: The sum of the Grant Award Request and Recipient Match should equal the total cost of the project.

Cash Match

"Cash Match" is actual funds provided by the applicant that are reasonable, necessary and directly related to the project and funded by the applicant. Cash match shall include project expenditures made within 24 months prior to the application deadline. Education and outreach efforts at the school do not constitute cash match. Examples of "cash match" include engineering, design, utility, right of way, and construction costs. See [Program Guidelines](#) to determine if your project may be eligible for a reduced match of 20%.

Percent Cash Match
20 %

Source of Match

Note: If Federal funds are used a Cash Match, make sure to include potential side-effects in your timeline and cost.

Does the applicant intend to use any prior work as cash match?

Yes

Describe any prior work:

Note: Maximum 250 characters. Be sure to indicate how the work is part of the same project and within the public road right of way.

Was the prior work completed within 2 years of the application deadline?

Yes

How much of the prior work do you intend to count as match?

Note: Maximum 50 characters.

Describe how the prior work is part of the project:

Note: Maximum 250 characters.

Licensed Engineer Review Confirmation

Confirm that a licensed engineer has reviewed your cost estimates and scope by providing contact information.

Licensed Engineer Name

test

Agency/Employer

test

Email

test@test.test

Phone

(555) 555-5555

Part 6: Additional Information

The following information may be used by the Safe Routes to School Advisory Committee to help prioritize your project.

Primarily Affected School Information

School 1

School Name

test

Contact's Name

test

Title

test

Phone

(555) 555-5555

Email

test@test.test

How far from the school is the project?

Example: 0.25 mile

What grades are taught at the school?

Example: K-8

Describe past, present, or upcoming Safe Routes to School non-infrastructure programs at the school or school district. Safe Routes to School programs includes education, encouragement, and evaluation activities that reduce barriers to children walking and bicycling to school.

Note: Maximum 750 characters. Example: Describe the goals laid out in the affected school or school district Safe Routes to School Action Plan and what has been accomplished to date.

Select an option that best describes the barrier for walking and bicycling to this school:

Other: There is a drop down list of options to choose from.

Describe why you selected this barrier description:

Note: Maximum 750 characters.

Is the project located within the boundary of a Metropolitan Planning Organization or Transportation Management Association?

[Metropolitan Planning Organization Database](#)

No

Program Evaluation

The following information is helpful data for overall program evaluation.

Does this project address a need in the supplemental busing plan (also known as a hazard busing plan) for the school district?

Yes

If yes, describe:

Note: Maximum 750 characters.

Does the community count and collect the number of children that get to the affected school by the following modes: Walking, Biking; Family Vehicle; Other?

Yes

If yes, provide the latest counts, the date and the method of data collection or indicate that you will upload the latest counts in Part 7:

Note: Maximum 750 characters.

Does your community collect and document parent, student, and/or school staff's safety concerns about the project area or larger school one-mile radius?

Yes

If yes, provide the latest quantitative or qualitative data or other information, and the date and the method of gathering input, or indicate that you will upload the latest counts in Part 7:

Note: Maximum 750 characters.

Part 7: Attachments

Cost estimate: Attach the notes or back up information for how you determined your cost estimate.

Cost estimate sample.xlsx

Photos: Attach photos of the project area

IMG_5920.JPG

Letter of School Support: Applicants are required to submit a letter of support from the affected school or school district on school or district letterhead and signed by the district superintendent or school principal.

Letter of support is required from the school or school district.pdf

Project location map, scale bar, north arrow, street labels, aerial photograph of map

SAMPLE MAP.pdf

Optional: Use map generated from the [Safe Routes to School Web Application](#).

Completed Signature Sheet(s)

Signature is required.pdf

[Application Signature
Sheets](#)

Optional: Attach draft or completed design (see Part 3)

Optional: Any additional letters of support

Optional: Attach a map of the school's identified walking and bicycling routes to school

Optional: Data Counts (see Part 6)

Optional: Any additional information

Disclaimer: Since this is the first application cycle for the Safe Routes to School Competitive Infrastructure Program, contact [LeeAnne Fergason](#), 503-986-5805, if you have any comments or concerns about the application or have an inability to provide required information.