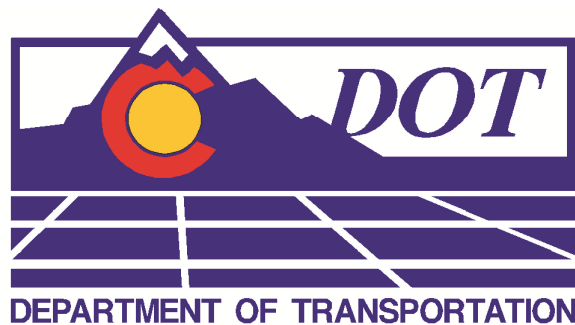
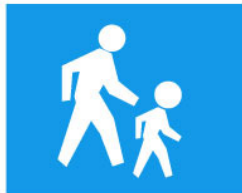


SafeRoutes

Colorado Safe Routes to School



Application for Infrastructure (capital) Projects FY 2014

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Important Changes affecting the 2014 Grant Cycle

2014 Safe Routes to School Grants will be 100% federally funded. This means that there is no local cash match required and applications will not be scored or prioritized based on demonstration of local match commitment. This is a change from the 2013 grant cycle. 2013 grants were funded using federal transportation dollars that required a 20% local match. 2014 grants will be funded using a different type of federal transportation dollars that do not require a local cash match.

Maximum project funding for infrastructure projects is \$300,000. This is an increase from the \$250,000 maximum project funding in previous grant cycles.

Please contact the Colorado Safe Routes to School Program Manager at srts@state.co.us or 303-757-9088 if you have questions regarding these new requirements.

Background and Eligibility

Less than 40 years ago, walking and biking to school were commonplace – in 1969, roughly half of all 5 to 18 year olds either walked or biked to school. Times have changed, and today, nearly 90% of our youth are driven to school either by bus or individual car. This change in transportation mode has added to traffic congestion, a reduction in air quality and the deterioration of our children's health. As much as 27 percent of the country's morning traffic is made up of parents driving their children to school.

Safe Routes to School (SRTS) was established in 2005 to enable and encourage children, including those with disabilities, to walk and bicycle to school; to make walking and bicycling to school safe and more appealing; and to facilitate the planning, development and implementation of projects that will improve safety, and reduce traffic, fuel consumption, and air pollution in the vicinity of schools.

Eligible applicants include a local government; a regional transportation authority; a transit agency; a natural resource or public land agency; a school district, local education agency or school; a tribal government; and any other local or regional governmental entity with responsibility for or oversight of transportation or recreational trails that the State determines to be eligible, consistent with the goals of this grant application.

This program is managed through the Colorado Department of Transportation (CDOT). Grants are awarded through a statewide competitive process, and in proportion to the geographic distribution of the student population K-8 grades. 10-30% of the total Safe Routes to School funds will be dedicated to non-infrastructure (education and encouragement) projects, with remaining funds going towards infrastructure (capital) projects.

Research has shown the most successful way to increase bicycling and walking is through a comprehensive approach that includes the "5 E's" (Education, Encouragement, Enforcement, Engineering and Evaluation). Applicants requesting funding for infrastructure projects are also required to include an educational component in their project. This can be an existing program, an enhanced program or a new program that highlights the specific infrastructure. The educational component of an infrastructure project does not need to be a separate application.

The following are a few general examples of infrastructure projects. This is by no means a complete list, but we provide it as a way to stimulate your own ideas for a Safe Routes to School program. A list of resources and definitions of these examples can be found in **Addendum B and C** of this application, or go to the CDOT Safe Routes web site at <http://www.coloradodot.info/programs/bikeped/safe-routes> for additional resource links.

Installing Bicycle Parking Facilities	Facilities to Slow Traffic
Street Striping (bicycle lanes, crosswalks)	Installing Sidewalks
Developing Off-Street Bicycle & Pedestrian Facilities	Increasing Connections Between Locations
Installing Signs	Installing Bike/Pedestrian Counters

Facilities must be designed to reasonably meet the needs of persons with disabilities. In so doing, the participant must comply with all applicable provisions of the Americans with Disabilities Act.

Since the SRTS program is a federal aid program, all projects must be in compliance with the National Environmental Policy Act (NEPA). In many cases, a simple Categorical Exclusion may be filed. Categorical Exclusions are "a category of actions which do not individually or cumulatively have a significant effect on the human environment . . . and for which, therefore, neither an environmental assessment nor an environmental impact statement is required". However, to ensure applicants have time to provide appropriate documentation if necessary, applicants may have up to 90 days following a grant award to submit documents (categorical exclusions) to CDOT. If the NEPA documents are not submitted with the original application or are not received by the 90-day deadline, the project will be cancelled. **Addendum D** provides a list of questions to help you determine if your project will require more than a Categorical Exclusion. It also contains the CDOT Categorical Exclusion Form 128. Please keep in mind this is only a partial tool and compliance is the responsibility of the applicant.

Applicants are also responsible for any and all local permitting relevant to their project. Applicants should work with their appropriate partners to determine necessary permits.

Applicants may apply for more than one project grant, but each project requires a completed and separate application (i.e. if an applicant wanted to develop a crosswalk at one school, and a sidewalk improvement at another school, the applicant would need to submit two separate applications). However, projects can have multiple scopes (i.e. there may be several improvements required around one school area. This would be considered one project with multiple scopes within it.) If you aren't sure what type of application to complete, contact the CDOT Safe Routes Program Manager at 303-757-9088.

As always, applicants are encouraged to be as cost-effective as possible in order for us to stretch funds as far as possible. Minimum funding is set at \$50,000 with maximum project funding set at \$300,000. The Safe Routes to School Advisory committee reserves the right to limit the number of awards to any one grantee. Because funding is limited, the committee has the option to remove items that are not directly associated with this program.

If selected, applicants will be required to enter into a contract with CDOT. This application will become part of your contract scope. Grant payments will be made as reimbursements for project expenses after expenses have been incurred.

Any work performed by the applicant prior to receiving written authorization to proceed is not eligible for reimbursement. All projects in this grant cycle must be completed no later than two years following the date of the signed contract.

Progress reports will be required at appropriate intervals of your project and a final accomplishment report form is due at the project's completion. Dates of reports will be determined based on the timeline of your project. In addition, you are required to collect and report information from a pre- and post-evaluation using the Safe Routes to School Student In-Class Tally and Parent Survey.

Applications will not be considered and will be mailed back to the applicant if they do not meet the minimum or maximum funding amount, if they exceed the page limitations/ allotted space provided, or if they are received after the deadline. Furthermore, any documents received after the application is submitted will not be added to the application.

Application Instructions and Checklist

Your grant application will be reviewed by a volunteer advisory committee representing various entities including: bicyclists, pedestrians, parents, teachers, law enforcement, and rural and urban transportation representatives. Your answers are very important in helping the committee select the best projects. Please be complete, but also concise.

Each section of the application is designed to help us learn as much about your project as possible. We want to learn about your current situation. What are the obstacles preventing your children from walking and/or bicycling to and from school? Who are your partners and what roles will they play in the project? How did you develop this collaboration? How quickly can you start your project? How will you track your progress and success? What is your project budget? The use of photographs and maps is encouraged to help describe your project.

Our goal is to select projects in the most effective way possible, while still providing enough time to thoroughly review each application. The review schedule is listed here to help assist you in your planning. **Please keep in mind that this is a guideline and may be subject to change.**

December 6, 2013	Applications due to CDOT office by 4:00 p.m.
December 9, 2013- December 20, 2013	SRTS Coordinator's application review and administration.
December 20, 2013	Applications distributed to Advisory Committee for review and scoring of projects.
Mid February 2014	Advisory Committee selects projects.
Mid March 2014	Project recommendation to Transportation Commission for approval
Early April 2014	Applicants notified.
Summer 2016	Deadline for Project Completion

Application Checklist

- Application's cover page is a completed Contact Information Sheet
- Sections 1-6 answered in concise narrative not to exceed the maximum page requirements. Page margins must be 1 inch and answers must be typed in Times New Roman 12 point font. Applications that exceed page maximums or are not formatted according to the margin and font requirements will not be accepted.
- The Budget Worksheet is complete (may be hand written and attached if legible)
- All appropriate documents are attached (i.e. maps, photographs, partnership roles, etc.)
- Proposals must be delivered by 4:00 pm December 7, 2012
- Return an original, ten photocopies and one CD (PDF copy) of application to
Safe Routes to School
Colorado Department of Transportation, DTD
4201 East Arkansas Avenue, Shumate Bldg
Denver, CO 80222
- All copies of applications must be stapled or bound. Paper clipped copies will not be accepted!**

Contact Information Sheet

Please complete the information below and **include this page as the cover page of your proposal**. The person identified as the Contact will be the main point of contact for CDOT staff.

Organization (check one) School District City County State Other

Project Title: Click here to enter text.

Contact Name: Click here to enter text.

Contact Title: Click here to enter text.

Organization: Click here to enter text.

Mailing Address: Click here to enter text.

City, State, Zip: Click here to enter text.

Best Phone # to Call: Click here to enter text.

Contact E-mail: Click here to enter text.

Contact Fax: Click here to enter text.

Amount of Funding
Requested: Click here to enter text.

School District(s): Click here to enter text.

School Name(s)
& Address(es): Click here to enter text.

CDOT Region R1 R2 R3 R4 R5 R6

(See Addendum E)

Congressional District: D1 D2 D3 D4 D5 D6

Signature and Title of Person Submitting the Proposal*

Date

*By signing, applicant admits to being authorized to sign for _____ (name of organization) and that all the information contained herein is true and correct to the best of his/her knowledge.

SECTION 1: Existing Conditions - What is the Problem?

Tell us the current condition for biking and walking in your school area.

(Maximum 1 page narrative, plus attachments.)

- a) *What are the current risks and/or obstacles (physical or perceived) to walking and/or bicycling to and from your school site(s), including children with disabilities?*
- b) *Please provide other significant information such as relevant crash data, traffic counts, speed limits, environmental factors, or other safety issues, as appropriate. Make sure to explain how this data relates to the problem. If no relevant crash data is available, how are you preventing future crashes?*
- c) *Complete the following chart for schools affected by proposal:*

EXAMPLE CHART

School	Population	Grades	Demographics*	# Walk	# Bike	% 2-miles	Busing Distance	# Benefit	% F/R Lunch
1	560	K-5	B33% C30% L33% O4%	84	11	54%	1m	336	37%
2	434	K-5	A1% B27% C49% L23%	65	8	47%	1m	260	14%
3	801	K-8	n/a	120	32	50%	2m	240	57%

*A-American Indian, B-Black, C-Caucasian, L-Latino, O-Other, or specify with note

School	Population	Grades	Demographics	# Walk	# Bike	% 2-miles	Busing Distance	# Benefit	% F/R Lunch

- d) *Describe any existing programs at the affected school(s) that educate or enhance walking or bicycling to school. This should be completed by the principal of the school and include information pertaining to any:*

- **Attach** school or school district wellness policy to application
- Walking/biking/safety curriculum taught by the school and at what grade levels
- Frequency of and participation in Walk to School/Bike to School events
- Programs taught by those outside the school (police, fire, bicycle organizations, etc.)
- Crossing Guard programs

- e) *Attach a map indicating a 2-mile radius of the school and identify the affected area. Please limit map sizes to no larger than 8.5" x 11". You may also provide photos indicating existing conditions.*
- f) *Provide photos indicating existing conditions.*

SECTION 2: Tell us about your project.

How do you propose to help solve the problem identified in Section 1? (Maximum 1 page)

Describe the proposed project –

- a) *What is the project? Please include a conceptual drawing of the proposed improvement.*
- b) *Describe how your project will change the built environment.*
- c) *How will it address the identified participation and safety problems in Section 2? How will you ensure these efforts are sustainable? In other words, how will your Safe Routes to School efforts/education continue in the school(s) and community once construction is completed?*

Sustainability Examples:

- *Ongoing data collection regarding student participation in bicycle and walking programs for use in annual reports, school webpages, and SRTS project evaluation after completion of the project*
 - *Establishment of wellness committees or SRTS teams*
 - *Yearly train the trainers*
 - *Integration of bicycle and pedestrian lesson plans in core subjects. (See CDOT Website)*
- d) *Who will maintain the facility? List the financial resources and document the commitment to continue maintenance.*
 - e) *Do you have Right of Way clearance for all property involved with your project? You must prove you have the necessary Right of Way in order to receive a grant.*
 - f) *For applicants within Metropolitan Planning Organizations (MPO), have you notified the MPO of your project as a partner? Is your project part of a larger city, county, or MPO master planning effort?*
 - g) *Please describe the required encouragement/educational component of your project. Maximum amount of Safe Routes to School educational expenses available under the infrastructure application is \$3,500. How does your education/encouragement component relate to your proposed infrastructure changes?*
 - h) *How will you collaborate with the school to ensure parents will encourage the children to bicycle and/or walk?*
 - i) *Who will manage the project if different from the contact person? Please provide a signed statement from the project manager stating his or her role.*

SECTION 3: Project Timeline

Please describe your timeline from project start to finish. (Maximum 1 page.)

Safe Routes to School is a federal aid program and is therefore subject to all such regulations. Permits and clearances from various local, state and federal agencies may be required. We've attached a resource page to help you consider some of the requirements (see Addendum B). It is only a guideline. Working with your community partners will help you identify specifics to your project.

- a) *Please inform your CDOT region engineer of your proposed infrastructure project. Note: A CDOT Engineer must sign your project cost estimate in Section 6 and agree that your timeline is reasonable. Please see **Appendix E** for CDOT Regions and contacts. Applicants are encouraged to hold pre-application meetings with appropriate federal, state, and local government agencies to determine requirements, processes and time schedules that may affect their project.*

- b) *Based upon receiving written "authorization to proceed" from Colorado DOT, how quickly can you begin your project? Please indicate milestone dates from which progress can be indicated. Note that the dates indicated will become part of the Project Agreement if this project is funded and failure to make substantial progress at the milestone by the date indicated could result in termination of the project funding. Any work performed by the applicant prior to receiving written authorization to proceed is not eligible for reimbursement. All projects in this funding cycle must be completed no later than July 31, 2015. Furthermore, local agency allocates adequate time to allow engineering staff to develop project design and construction.*

Example Timeline:

DATE	MILESTONE
Fall 2014	Authorization to Proceed - Estimate Only
September 2014	Parent Survey and Student Tally
October 1, 2014	Education kickoff (Walk to School Day)
November 1, 2014	All NEPA requirements completed
December 2014 - August 31, 2016	Advertise...Construction
September 1, 2015	Parent Survey and Student Tally
Summer 2016	Deadline for Project Completion

SECTION 4: Who are your partners?

What collaborations have you created to ensure the success of your project? (Maximum 1 page.)

Please provide the following information for your partners:

- a) Participating Organization/Partner*
- b) The role they will play in the development of your project. Please be specific.*
- c) Please attach a letter of support from the partners you identify. **Form letters and generic letters of support are not acceptable!***

The following are useful partnerships to consider in developing your application:

- School officials
- Local traffic engineers
- Law enforcement agencies
- Public health agencies or organizations (LiveWell, Kaiser Permanente, Children's Hospital)
- School-based associations
- Local elected officials
- Nonprofit groups
- Local Bike Shops
- Students!!
- Media (Local newspapers love to cover Safe Routes to School community efforts)
- Home Owner Association (HOA)
- Neighbors and neighborhoods surrounding school and project area

SECTION 5: How will you measure your success?

Pre- and Post-Safe Routes to School Evaluations (i.e. student tally and parent survey), and a final accomplishment report form are required. (Maximum 1 page.)

- a) *What are your project outcomes?*
- b) *How will you conduct pre- and post-project surveys to indicate your outcomes? At a minimum, a pre- and post-evaluation of the Safe Routes to School student in-class travel tally and parent survey are required, including the collection and reporting. The committee will look favorably upon projects that provide ongoing data collection to track performance like seasonal participation rates.*
- c) *How are you going to work with your data after the project is built?*
- d) *What type of information-sharing will you do as a follow-up to your project?*
- e) *Extra credit: Collect AND report the National Safe Routes to School Pre-Evaluation Parent Survey and Student Tally to the National SRTS Center and provide official documentation in the application appendix. <http://www.saferoutesinfo.org/data/>*

Your measurements should minimally include before and after data of the following:

- *Total number of students reached*
- *Percentage of students biking*
- *Percentage of students walking*
- *Percentage of students busing*
- *Percentage of students driven*

SECTION 6: Budget Proposal

See Addendum A for an example of a completed budget.

Indirect costs will not be reimbursed. Indirect costs are those that are incurred for common or joint objectives and therefore cannot be identified readily and specifically with a particular project, but contribute to the ability of the applicant to support the program. Samples of indirect costs include but are not limited to: depreciation and use allowances, general administration and general overhead, project administration expenses, operation and maintenance expenses, etc. If this project is contingent upon other funding, please attach a separate budget.

Contingencies are not allowed within this program. Any overruns would be the responsibility of the grantee. Local agency's engineering staff that will be responsible for project work must approve infrastructure estimate submittal.

Local agencies must provide engineering staff or a consultant familiar with federal aid type projects (i.e. Davis Bacon, water quality regulations, DBE) and State contracting requirements (i.e. intergovernmental agreements). Local agency will fulfill proposed design requirements. Local agency will allocate adequate time to allow engineering staff to develop project design and construction.

Please include the following signatures at the bottom of your Budget Proposal:

Signature of Local Agency Engineer: _____

Date: _____ Phone #: _____

Signature of CDOT Region Engineer*: _____

Date: _____ Phone #: _____

*Contact the SRTS Program Manager at srts@state.co.us or call 303-757-9088 to get connected with a CDOT engineer in your area.

SECTION 7: Previous SRTS Grants

Has your organization received a SRTS grant for any of the schools identified in this application in a previous year? (If not, you may skip this section.) Maximum: 1 page

- a. Briefly summarize your previous SRTS activities and the amount of funding you received.*
- b. Is your project complete? If so, please estimate (based on the data obtained by the pre and post student tallies, parent surveys, and collected for the final accomplishment report) the number of new students who are walking and biking to school as a result of the project.*
- c. Please summarize the major accomplishments detailed in the final accomplishment report.*
- d. Is the SRTS program still continuing at the school(s)? How were your efforts sustainable? Why is additional SRTS grant funding necessary for your school?*

SECTION 8: Subcontractors

Will you be subcontracting with an individual or organization to perform any of the activities included in this SRTS grant application? (If not, you may skip this section.) Maximum: 1 page

- a) *Please list any subcontractors included in this grant application.*
- b) *Has your subcontractor ever performed work on another project funded by a CDOT SRTS grant? If not, you may skip questions c-f. If so, please have your subcontractor complete the following:*
- c) *Briefly summarize all SRTS grant-funded projects on which you have performed work. Include year of project, schools included, key activities, and amount of funding received.*
- d) *For all completed projects, please provide data documenting changes in the number of students walking or biking to school.*
- e) *Are SRTS programs continuing at the project school(s)? How have these efforts been sustained at each project site?*
- f) *How will the work proposed in this application be similar to your previous SRTS projects? How will it be unique to this community and school(s)?*

Addendum A: Sample Project Budget

Item	Quantity	Unit	Unit Price	Requested SRTS Funds
200' SIDEWALK PROJECT (6' and 2' pattern concrete buffer)				
Design	1	LS	\$10,000	\$10,000
Construction Engineering Items				
Clear and Grub	1	LS	300	300
Tree Removal	1	Each	500	500
Concrete/Pavement Removal	25	SY	20	500
Removal of Asphalt Mat	160	SY	7	1120
Unclassified Excavation	10	CY	30	300
Tree (Deciduous 5")	1	Each	50	50
Relocated Water Meter	1	LS	2,000	2,000
Inlet Protection	3	Each	300	900
Concrete Washout Structure	1	Each	1,000	1,000
Erosion Control Supervisor	40	Hours	55	2,200
Concrete Sidewalk (6" thick)	134	SY	40	5,360
Pattern Concrete (4" thick)	400	SF	10	4,000
Handicap Ramp Type 3A (2 Ea)	20	SY	75	1,500
Curb and Gutter Type 2 (Section II-B)	200	LF	20	4,000
Sign Panel (Class II) (4 Ea)	64	SF	20	1,280
Steel Sign Post (1.75x1.75" Tubing)	56	LF	17	952
Pedestrian Flashing Sign	2	Each	6,000	12,000
Speed Board Sign	2	Each	6,000	12,000
Performed Plastic Pavement Marking (Xwa Stop Line)	320	SF	15	4,800
Materials Testing	1	LS	5,000	5,000
Mobilization	1	LS	1,000	1,000
Traffic Control	1	LS	5,000	5,000
Required Education Component (\$3,500 Limit)				
Program Planning/Implementing	5	Hours	50	250
Crossing Guard Materials	2	Each	125	250
Bike/Pedestrian Safety Education	40	Hours	50	2,000
Materials/Supplies	1	LS	600	600
Data Reporting	6	Hours	50	300
Printing Flyers	1,000	Each	.10	100

School Travel Map (By City/Town)				0
Press Release/Ribbon Cutting				0
CDOT Oversight (Approx 5% of total)				4,000
Totals				\$83,262

Addendum B: Safe Routes to School Project Resources

Remember, the most successful way to increase bicycling and walking is through a comprehensive approach that includes the “5 E’s” (Education, Encouragement, Enforcement, Engineering, and Evaluation).

The following websites are resources we encourage you to review in developing an exciting and effective program in your school area. You can access them individually, or find them all at the CDOT Safe Routes web site <http://www.coloradodot.info/programs/bikeped/safe-routes>.

Safe Routes to School Clearinghouse

<http://www.saferoutesinfo.org/>

American Association of State Highway and Traffic Officials (AASHTO), Guidelines for Bike and Pedestrian Facilities (publication)

https://bookstore.transportation.org/category_item.aspx?id=DS

Access Board

<http://www.access-board.gov>

America Bikes

<http://www.americabikes.org>

Association of Pedestrian and Bicycle Professionals (APBP)

<http://www.bicyclinginfo.org>

Bicycle Colorado

<http://bicyclecolo.org>

Bikes Belong Coalition

<http://bikesbelong.org>

Centers for Disease Control and Prevention (CDC)

<http://www.cdc.gov/nccdphp/dnpa/kidswalk/>

Colorado Dept. of Transportation Bicycle and Pedestrian Program

<http://www.coloradodot.info/programs/bikeped>

Colorado Dept. of Transportation Local Agency Manual

http://www.coloradodot.info/business/designsupport/bulletins_manuals

Federal Highway Administration Bicycle & Pedestrian Program

<http://www.fhwa.dot.gov/environment/bikeped/index.htm>

Federal Highway Administration Safe Routes to School

<http://safety.fhwa.dot.gov/saferoutes/>

Institute of Transportation Engineers – Traffic Calming

<http://www.ite.org/traffic/>

League of American Bicyclists

<http://www.bikeleague.org/programs/saferoutes/>

National Center for Biking and Walking

http://www.bikewalk.org/safe_routes_to_school/SR2S_introduction.htm

National Highway Traffic Safety Administration (NHTSA)

<http://www.nhtsa.dot.gov/people/injury/pedbimot/bike/Safe-Routes-2004/index.html>

Pedestrian and Bicycle Information Center

<http://www.pedbikeinfo.org/>

U.S. Department of Transportation - Livability

<http://www.dot.gov/livability/>

U.S. EPA - Sustainability

<http://www.epa.gov/sustainability/>

Addendum C: Sample Infrastructure Program Descriptions

Bicycle Parking Facilities: Items such as bicycle racks, lockers, designated areas with safety lighting and covers such as a bike shelter, etc.

Bicycle and Pedestrian Counters: While not required, applicants are strongly encouraged to add permanent bicycle counting technology within the scope of the project. The counts will not only assist with your pre and post project evaluation; they will support the goals and objectives of CDOT's Statewide Bicycle and Pedestrian Plan (2012). More information about statewide bicycle data collection and available technology can be obtained by calling 303-757-9088.

Installing Signs: Placement of signs to slow traffic and provide awareness for bicyclists and pedestrians. May also include directional signage.

On-Street Bicycle Facilities: Aspects of the roadway defined specifically for bicycle use such as a bike lane.

Off-Street Bicycle/Pedestrian Facilities: Trails and pathways that can be used by pedestrians and bicyclists that are separated from the main roadway.

Pedestrian/Bicycle Crossing Improvements: Includes new or upgraded traffic signals, crosswalks, median refuges, pavement markings, traffic signs, flashing beacons, bicycle-sensitive signal actuation devices, pedestrian activated signal upgrades, etc.

Street Striping: Marking roadways to provide for bike lanes, widened outside lanes, crosswalks, etc.

Sidewalk Improvements: Includes new sidewalks, widened sidewalks, and sidewalk gap closures.

Traffic Calming Devices: Systems and techniques that slow traffic such as speed humps or tables, reducing curb-to-curb lane widths, curb extensions, center islands, etc.

Addendum D: Permitting and Environmental Assessments

According to the National Environmental Policy Act (NEPA) Categorical Exclusions are "a category of actions which do not individually or cumulatively have a significant effect on the human environment . . . and for which, therefore, neither an environmental assessment nor an environmental impact statement is required". Below are examples of typical projects (not specific to Safe Routes to School) that qualify for a Categorical Exclusion.

1. Traffic signal modifications
2. Pavement markings not affecting the number of through traffic lanes
3. Anti-skid treatments
4. Curb and/or gutter repairs and construction of curb ramps for the handicapped
5. Bridge rehabilitation activities including:
 - Bridge rail replacement and upgrading
 - Bridge deck overlay and waterproofing
 - Expansion joint replacement and upgrading
 - Bearing replacement and upgrading
 - Substantial repairs to deck including partial or full-depth patches
 - Painting of all structural steel for a particular bridge
 - Stringer replacement for a portion of the superstructure
 - Repairs to damaged rails, corroded or damaged structural steel members, deteriorated areas of concrete elements including sidewalks, curbs, water tables, girders, and portions of the substructure above ground or water
6. Lighting and electrical work including:
 - Continuous and tower lighting
 - Tunnel lighting
 - Temporary lighting
 - Bridge lighting
 - Pedestrian lighting
 - Pumping station
 - Highway advisory radio
 - Control systems for changeable lanes
 - Traffic monitoring systems
 - Changeable message signing
7. Erosion control work which may also include slope repair and reconstruction
8. Storm sewer installations to eliminate open ditches runoff storage/retention
9. Impact attenuator and glare screen installations
10. Highway/railroad grade crossing improvements
 - Repair/rehabilitation of crossing proper
 - Rehabilitation of immediate roadway approaches
 - Upgrading of crossing protection
11. The following restoration-type projects
 - Retaining wall restoration
 - Fencing
 - Guardrail replacement and upgrading
 - Substantial pavement and shoulder patching
 - Resurfacing

- Restoration of drainage structures
12. Installation of turning lanes
 13. Junkyard screening
 14. Upgrading safety features
 15. Approval of utility installations along or across a transportation facility, excluding longitudinal installations within the access control lines of Interstate and freeway rights-of-way
 16. Alterations to existing buildings to provide for noise reduction
 17. Emergency repairs under 23 USC 125 which do not substantially change the design of the facility and which are initiated during or immediately after the occurrence of a declared national disaster

The above list is only a partial tool to help in your assessment. As an applicant, it is your responsibility to identify and provide all necessary local permits and NEPA materials that may be required of your project.

CDOT Categorical Exclusion form

The CDOT Categorical Exclusion form can be found at

<http://www.coloradodot.info/library/forms/form-numbers-broken-down/cdot-01>

Addendum E: Scoring Criteria for Infrastructure Projects

Each section of the application has a determined number of total points available. The following describes how those points may be attained. All scoring is final as determined by the Safe Routes to School Advisory Committee.

SECTION 1: What is the Problem? Tell us the current condition for biking and walking in your school area. Total of 25 points available.

_____ Problem is clearly described in sufficient detail to provide an understanding. It includes physical and perceived obstacles and risks to children, including children with disabilities; Background information supports the problem with accident data, traffic counts, community and school surveys or audits, etc.; Student population and demographics are clearly defined; Specific information for each school is complete; There are existing programs or activities that support biking and walking to school; Includes project maps and photos that clearly identify school location and problem area; School wellness policy attached.

SECTION 2: Tell us about your project. How do you propose to help solve the problem you identified in Section 2? Total of 25 points available.

_____ Activity is described clearly and in sufficient detail to provide an understanding of the program; Response indicates clearly that it will address the problems in Section 2 and enable more children to bicycle and walk safely to school; Response indicates sustainability meaning SRTS activities/education will continue at school(s) after grant money is spent; Documentation clearly identifies who is responsible for, and committed to, continued maintenance; Educational component is considerable and complements the infrastructure project; Project manager is clearly identified; Project audience is clearly identified; Project incorporates both bicyclists and pedestrians.

SECTION 3: Please describe your timeline from project start to finish. Total of 5 points available.

_____ Timetable is complete and reasonable for planned activities and includes timetable for education component.

SECTION 4: Who are your partners – what collaborations have you created to ensure the success of your project? Total of 10 points available.

_____ Applicant has developed partnerships or collaborations with organizations important to the success of this project, and has clearly identified descriptions and roles of each; Partners have proven their understanding and roles in the project (partners do not simply “support” project, but are responsible for some aspect of the project).

SECTION 5: The program goal is to enable and encourage more children to bike and walk to school. How will you measure your success – what method will you use to determine whether more children are biking or walking to school? Total of 5 points available (6 points with Extra Credit).

_____ The response describes an accurate method for measuring or determining the success of the program – measures what it is designed to measure. At a minimum, a pre-and post-evaluation of the Safe Routes to School student in-class travel tally and parent survey are required, including the collection and reporting. **Extra credit:** If the NCSRTS pre-evaluation, including both the parent survey and student tally are attached to the application AND include documentation of submission to the National Center (Extra Credit is 1 point for a total of 6 points available.)

SECTION 6: Project cost estimate for infrastructure project. Total of 10 points available.

_____ All expenses are reasonable and related to program activities; Applicant owns or has easement for ROW; Costs include all aspects of Federal Aid funding; Costs include 5% CDOT Oversight. Project is located in under-served area. Local agency engineer has signed budget.

Addendum F: Sample Problems and Corrective Tasks

PROBLEM & AUDIENCE	PARENTS	CHILDREN	SCHOOL STAFF	NEIGHBORS	LOCAL TRAFFIC	PARTNERSHIPS & OTHER
<i>WALKING & BIKING KNOWLEDGE</i>	1) OPEN HOUSE: PROVIDE INFORMATION (BEGINNING OF SCHOOL) 2) SEND HOME BROCHURES	1) SCHOOL ASSEMBLIES - INVITE FIRE, POLICE, HEALTH 2) CLASSROOM INSTRUCTION (IN-PERSON, VIDEO, LESSONS)	1) STAFF TRAINING AND/OR CERTIFICATION 2) CURRICULUM AVAILABLE	1) YARD SIGNS OR BANNERS 2) LETTERS TO NEIGHBORS	1) PACE CAR PROGRAM 2) TRAILER SIGNS W/ MESSAGES	
<i>TRAFFIC SPEED</i>	1) PACE CAR PROGRAM 2) COMMUNICATION			1) YARD SIGNS (SLOW DOWN)	1) TRAILER SIGN W/ MESSAGES	1) TRAFFIC STUDY 2) TRAFFIC CALMING
<i>UNLAWFUL DRIVING</i>	1) COMMUNICATE LAWS, RULES, AND REGULATIONS		1) STAFF OUTSIDE, INCLUDING TRAINED CROSSING GUARDS		1) PRESS RELEASES AND PSA	1) LAW ENFORCEMENT
<i>TRAFFIC CONGESTION AROUND SCHOOL</i>	1) PROMOTE ANYTHING BUT DRIVING ALONE (WALK, WHEEL, BUS, CARPOOL) 2) DROP-OFF LOCATIONS SUCH AS A LIBRARY OR PARK 3) POLICY TO DROP-OFF AGE APPROPRIATE CHILDREN 1 TO 2 BLOCKS AWAY	1) TEACH KIDS ABOUT HEALTH BENEFITS OF NOT ARRIVING ALONE 2) REWARD SYSTEM	1) PROVIDE STAFF WITH SUPPORT 2) CLASSROOM COMPETITION OR SCHOOL COMPETITION	1) COMMUNICATE WITH NEIGHBORS		1) PROPER SCHOOL SITING
<i>MISSING SIDEWALKS, CROSSWALKS, OR OTHER FACILITIES</i>	1) PROVIDE MAP OF PREFERRED OR ALTERNATE SRTS ROUTE IF AVAILABLE	1) TEACH THEM ABOUT ROADS W/O SIDEWALKS, ETC.	1) TEACH THEM ABOUT ROADS W/O SIDEWALKS, ETC.	1) INCLUDE NEIGHBORS IN PLANNING	1) INFORM LOCAL TRAFFIC OF PEDS & BIKES	1) DEVELOP ACTION PLAN
<i>BULLYING & CRIME</i>	1) START WALKING SCHOOL BUSES OR BIKE TRAINS 2) WORK WITH PTA 3) PROVIDE CLEAR INSTRUCTIONS	1) TEACH THEM TO WALK WITH PARENTS, OR IF OLDER WITH BUDDIES 2) REPORT ISSUES IMMEDIATELY	1) WORK WITH SAFE2TELL PROGRAM 2) ADDRESS ISSUES IMMEDIATELY	1) WORK WITH NEIGHBORS AND WATCH GROUPS		1) WORK WITH LAW ENFORCEMENT ON ISSUES 2) CLEAN UP ABANDONED BUILDINGS AND EMPTY LOTS