

Transportation Alternatives Application For FFY 2017

Non-Infrastructure SRTS - Support Activity Projects



Due: Monday, September 21, 2015 10:00 a.m.
(LATE APPLICATIONS WILL NOT BE ACCEPTED)

Applications MUST be submitted by a MAG Member Agency ONLY

Amount Available: \$100,000

Maximum Amount per Project: \$50,000



MAP-21 TRANSPORTATION ALTERNATIVES PROGRAM (TA) APPLICATION
Non-Infrastructure SRTS Funding Available for **Federal Fiscal Year 2017**

General Instructions:

This Excel form is to be used to request federal Transportation Alternatives (TA) funding available through the Maricopa Association of Governments (MAG) for projects to be included in the FY2014-FY 2018 MAG Transportation Improvement Program. Funding is available for Federal Fiscal Year (FFY) 2017. The maximum amount per project is \$50,000 for Support Activity type projects.

This application form includes:

- General Instructions
- Cover Sheet
- Part A - MAG member and Local Agency Contact Information
- Part B - Project Information
- Part C - Cost Estimate Form
- Part D - Signature Page
- Part E - Checklist
- Part F - Required Attachments
- Transmittal Instructions and Schedule

Each part is a separate tab of this excel file. Please complete the Cover Sheet and Parts A - E. Alternative application forms are available upon request.

Deadlines and Transmittal Instructions:

Application submittals will be accepted via e-mail to srts.azmag.gov no later than 10:00 a.m. on Monday, September 21, 2015. The e-mail shall not exceed 10MB and shall include two attachments: 1) One completed and signed PDF format application to include the excel sheets listed above in PDF format and Required Attachments 1 and 2 in PDF (Part F) combined into one PDF file (1 PDF file) and 2) One completed Excel format application workbook (1 Excel file).

Detailed transmittal instructions are located in a separate tab in this excel sheet. Late applications will not be accepted. If member agencies need additional information or have questions, they should contact Margaret Boone at (602) 254-6300 or by e-mail at mboone@azmag.gov

All information is required, unless noted by the word - Optional.



ENTER PROJECT TITLE : Creighton Elementary Safe Routes Support Project

City of Phoenix

**APPLICATIONS ARE DUE VIA E-MAIL TO srts@azmag.gov BY
10:00 a.m. Monday, September 21, 2015**

PART A - MAG MEMBER AND LOCAL AGENCY CONTACT INFORMATION

1. MAG Member Agency Contact Information (applicant):

Select you Agency Name from the drop down box below and manually enter the Contact Name, Phone Number, E-mail and Mailing Address in the fields provided below. (See *Note* below)

MAG Member Agency	Phoenix
Contact Name	Don Cross
Phone Number	(602) 534-2020
E-Mail Address	donald.cross@phoenix.gov
Mailing Address	200 W Washington Street Phoenix, Az. 85003

2. Endorsing Local Agency Contact Information:

All project applications must be endorsed by the appropriate Local Agency staff for each project/school location (See *Note* below). Please select the Local Agency below and obtain their signature(s) to complete Part F. Please select up to four (4) Local Agency (endorsing agency) name(s) by selecting from the drop down box provided next to "Local Agency". Once the Local Agency is selected, the appropriate contact information will automatically populate based on your selection. Contact Margaret Boone at MAG if more that four Local Agencies will be endorsing the project application at MBoone@azmag.gov.

Local Agency Contact #1	Local Agency:	
	Contact Name:	
	Phone Number:	
	E-mail Address:	
Local Agency Contact #2	Local Agency:	
	Contact Name:	
	Phone Number:	
	E-mail Address:	
Local Agency Contact #3	Local Agency:	
	Contact Name:	
	Phone Number:	
	E-mail Address:	
Local Agency Contact #4	Local Agency:	
	Contact Name:	
	Phone Number:	
	E-mail Address:	

Note : If a Local Agency is submitting the application as the Sponsoring MAG Member Agency and there are no other Local Agency partners included in your project(s), Only Section 1 of Part A requires completion. Some project(s) may include one or more Local Agency partners. In this case, please select the Local Agency partner(s) for your project(s).

PART B - PROJECT INFORMATION

The purpose of Part B is to provide sufficient information to evaluate the program and to provide assurance that the program will be capable of meeting the ADOT administered federal clearance and implementation process. This process requires an abbreviated environmental, ROW and utility clearances process prior to FHWA authorization letter to encumber federal funding for implementation. Part B Sections 2-5 will demonstrate the proposed project(s) alignment with national SRTS project criteria with known success based on the NHTSA SRTS document referenced at <http://www.nhtsa.gov/people/injury/pedbimot/bike/Safe-Routes-2002/overview.html#12>. The application, once completed, will also demonstrate compliance with the MAG TA Non-infrastructure SRTS goals and objectives which are aligned with guidance for the MAP-21 Transportation Alternative Program and SAFETEA-LU Section 1404 for SRTS referenced at: http://www.fhwa.dot.gov/environment/safe_routes_to_school/guidance/. (See live links for both of these references located outside the print area of this row in Excel form)

1. Project Development Determination:

Does the school(s) or school district(s) have policies that prohibit students from biking or walking to school, or that mandate busing? If the answer to this question is "YES" and a process to change these policies cannot be completed prior to September 21, 2015 this project cannot qualify for funding through the MAG TA Non-infrastructure SRTS program.

YES NO

If "Yes", please explain any plans currently underway to change these policies, including a timeline and deadline for achieving this:

2. School Profile(s): If you are including more than four (4) schools, "unhide" rows 29-82. (Type in school name and use drop down boxes provided for the other information to the right of the school name.) (Maximum Evaluation Points: 5)

Please provide the school name(s):	Title 1? (Yes/No)	# of Students Enrolled	Estimated # Currently Walking/Biking	*Public or Non-Profit (Yes/No)
Creighton Elementary	Yes	730	373/0	Yes

*Is this a public or other school funded through a nonprofit organization? (Yes/No) - if "Yes" see Part D, Required Attachments for charter and other non-public schools that are not for profit. If "No", proposed projects at this school are not eligible for funding through the MAG TA Non-infrastructure SRTS program.

3. Five E's: The proposal should demonstrate how the project(s) address the 5 E's (Engineering, Enforcement, Education, Encouragement, and Evaluation). The proposed project(s) may not themselves address all five E's. However, if the proposal documents other on-going efforts that focus on the 5 E's that are not covered by the proposal, those efforts can be counted as qualified E's. Please indicate "Yes" or "No" next to each "E" using the drop down box provided. Provide (type in) a brief two line description of how the project(s) address the associated E in the space provided to the right. (Maximum Evaluation Points: 25)

Engineering	No	
Enforcement	Yes	Creighton Elementary will continue and expand its partnership with the Phoenix Police Department to offer enforcement in problem crossing areas along the canal on the north side of the school and at the school signal on Mcdowell on the south side of the school.
Education	Yes	Creighton Elementary will seek to hire an Safe Routes Coordinator and work with the City of Phoenix School Safety Coordinator to offer education about walking and biking safety for students, parents and school staff.
Encouragement	Yes	Creighton Elementary will encourage its students, school staff and volunteers through incentives and events.
Evaluation	Yes	Creighton Elementary will manually collect pre and post walking data to mark improvements

PART B - PROJECT INFORMATION (CONT'D)

The purpose of Part B is to provide sufficient information to evaluate the program and to provide assurance that the program will be capable of meeting the ADOT administered federal clearance and implementation process. This process requires an abbreviated environmental clearance process prior to FHWA authorization letter to encumber federal funding for implementation. Part B Sections 2-5 will demonstrate the proposed project(s) alignment with national SRTS project criteria with known success based on the NHTSA SRTS document referenced at <http://www.nhtsa.gov/people/injury/pedbimot/bike/Safe-Routes-2002/overview.html#12>. The application, once completed, will also demonstrate compliance with the MAG TA Non-infrastructure SRTS goals and objectives which are aligned with guidance for the MAP-21 Transportation Alternative Program and SAFETEA-LU Section 1404 for SRTS referenced at: http://www.fhwa.dot.gov/environment/safe_routes_to_school/guidance/. (Live links for both of these references are provided outside the print area of this row in the Excel form)

4. Sustainability: The proposal should demonstrate how the planned project(s) can be continued into the future. Please use the drop down boxes to indicate how many of the suggested strategies to promote the project into the future will be implemented as part of your project(s). Be sure to select unique entries for each field provided below (duplicates will be counted as one). The sixth field is provided to add (type in) any other strategies to be implemented as part of this project. (Maximum Evaluation Points: 30)

- Notify parents by including information about the program in the parent packages that are mailed home at the start of the school year.
- Hold regular SR2S team meetings at a time when most interested people can attend.
- Meet with the principal and teachers at the beginning of the year to plan in-classroom activities for the year.
- Hold neighborhood coffees to encourage parents to form "Walking School Buses," "Bike Trains," and carpools.
- Keep your school community up-to-date on the latest street improvements. Every new success builds increased support for the program.
-

5. SRTS Strategies: The proposed project(s) should demonstrate the likely effectiveness of planned SRTS strategies. The following section will indicate the number of known effective SRTS strategies (Stakeholders identified, Events, Escort Programs) to be implemented with the proposed project(s). (Maximum Evaluation Points: 40)

Stakeholders:

a. How many of the following Stakeholders have been identified or will be identified as part of this project? Please indicate a number next to each type of stakeholder. (enter a number in the field provided, leave blank for "0")

Parents Students Teachers Neighbors School Staff City Staff
 County Staff Elected Officials Businesses Community Groups Law Enforcement Crossing Guards

b. Does your project include the development of or an existing partnership agreement between stakeholders? (Yes/No)

Events:

c. How many of the following events are planned as part of the proposed project? (Enter a number in the field provided to the right, leave blank for "0")

d. How often are these events planned?
(Select Weekly, Monthly, Quarterly, Annually from the drop down box provided below)

Walk/Bike to School Day	<input type="text" value="2"/>	<input type="text" value="Annually"/>
International Walk to School Day	<input type="text" value="1"/>	<input type="text" value="Annually"/>
Walk/Bike Safety Assemblies	<input type="text" value="12"/>	<input type="text" value="Quarterly"/>
Walk/Bike Safety Education Booths	<input type="text" value="1"/>	<input type="text" value="Quarterly"/>

Escort Programs:

e. How many of the following Escort Programs are planned as part of the proposed project(s):
(Enter a number in the field provided, leave blank for '0')

Walking School Bus Bike Trains

Other: f. Are Parent Surveys included as part of the proposed project(s) or do they exist as baseline information? (Select 'Yes' or 'No' in the drop down box provided)

PART C - NON-INFRASTRUCTURE SAFE ROUTES TO SCHOOL COST ESTIMATE FORM

Please provide a detailed cost estimate for this program. See FHWA TA Non-Infrastructure guidance at the following link http://www.fhwa.dot.gov/environment/safe_routes_to_school/guidance/ (Live link provided outside the print area of this row in the Excel form)

Inappropriate Uses of SRTS Funds

States are not permitted to use Section 1404 funds for projects that do not specifically serve the stated purposes of the SRTS Program, nor should they be used for reoccurring costs except as specifically provided in the legislation. For example, in general, Program funds should not be used to pay crossing guard salaries, as these are reoccurring costs (although funds may be used for crossing guard training programs). Funding requests for costs that are expected to be reoccurring costs in future years should include plans for how the costs will be funded in the future and a rationale for how federal funding of 1-2 years will enable leveraging of future financial security for the activity.

The use of Section 1404 funds for projects that reorganize pick-up and drop-off primarily for the convenience of drivers rather than to improve child safety and/or walking and bicycling access is not permitted, nor should Program funds be spent on education programs that are primarily focused on bus safety. Improvements to bus stops are not eligible for this funding.

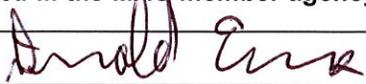
Sponsoring Agency:	City of Phoenix	Project Title:	ENTER PROJECT TITLE : Creighton Elementary Safe Routes Support Project
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Project Programming Year: FY2017

Item Description	Unit	Quan.	Unit Price	Total	Federally Eligible	Federal Funds (94.3%)	Local Funds (5.7%)	Other	Note(s)
Incentives for Students (helmets, water bottles, coloring books, certificates, gift cards, etc) @ 13.40 per student	1	373	\$14.00	\$5,222.00	Yes	\$4,924.35	\$297.65		
Incentives and work material for volunteers (kits-clip board, pens, wagon, etc) water bottles, shoes, t-shirts, vests, gift cards, etc	1	20	\$120.00	\$2,400.00	Yes	\$2,263.20	\$136.80		
SRTS Coordinator @ 15 hours per week X 38 weeks X \$15 per hour	1	1	\$8,550.00	\$8,550.00	Yes	\$8,062.65	\$487.35		
Publicity and Training Materials (paper, printing and copying of flyers, etc)	1	1	\$1,000.00	\$1,000.00	Yes	\$943.00	\$57.00		
Safe Routes to School Conference Attendance for coordinator and school staff (5 attendees)	1	5	\$120.00	\$600.00	Yes	\$565.80	\$34.20		
Employee Benefits @19.65% of budgeted salary	1	1	\$1,680.00	\$1,680.00	Yes	\$1,584.24	\$95.76		
				\$0.00	Yes	\$0.00	\$0.00		
				\$0.00	Yes	\$0.00	\$0.00		
				\$0.00	Yes	\$0.00	\$0.00		
				\$0.00	Yes	\$0.00	\$0.00		
				\$0.00	Yes	\$0.00	\$0.00		
				\$0.00	Yes	\$0.00	\$0.00		
Example: Crossing Guard Salaries				\$0.00	No	\$0.00	\$0.00	\$0.00	This portion paid for by the District
Subtotal of Program Costs FY2017				\$19,452.00		\$18,343.24	\$1,108.76	\$0.00	
ADOT Fee	EA	1	\$ 2,000.00	\$ 2,000.00	Yes	\$1,886.00	\$114.00	\$0.00	
Total Program Cost Including ADOT Fees FY2017				\$21,452.00		\$20,229.24	\$1,222.76	\$0.00	

PART D - SIGNATURE(S):

As the MAG member agency's official, I hereby certify that this application is accurate and complete, and that the program will be included in the MAG member agency's local budget if the program is selected for federal funding.

Signature:	
Name:	Don Cross
Title:	School Safety Coordinator
Date:	16-Sep-15

Note: All below signatures indicate an agreement in principle and a partnership on this project between the MAG member agency and the signing organizations. Although not all signatures are required, applications that include more signatures will be ranked higher

Endorsing Local Agency Contact Signature (required):

Signature of contact(s) listed in Section 2 in Part A. Unhide rows 16-30 for more than one Endorsing Local Agency signatures and 37-51 for more than one School Official.

Signature:	
Name:	Don Cross
Title:	School Safety Coordinator
Organization:	City of Phoenix
Date:	16-Sep-15

School Official (required):

Signature:	
Name:	Ivan Carvajal
Title:	Principal
Organization:	Creighton Elementary School
Date:	16-Sep-15

Non-Profit and/or Community Partner (optional):

Signature:	
Name:	
Organization:	
Title:	
Date:	

PART E - Checklist	
This checklist is included to facilitate applicant review and verification that all required fields in the form have been completed. Please select Yes or No from the drop down box provided	
COVER SHEET	Complete?
Cover Sheet is complete with a representative photo, project title and MAG Member Agency Name inserted.	Yes
PART A - Contacts and Program Description Fields	Complete?
1. MAG Member Agency name and contact information completed.	Yes
2. Endorsing Local Agency Contact selected for all local agencies included in the project application and contact information automatically populated.	Yes
PART B - Project Description	Complete?
1. Project Development Determination complete with YES or NO indicated and an explanation provided if the answer is YES.	Yes
2. School names provided and each of the four fields; Title 1, # of Students, Estimated # Currently Walking/Biking, and Public or Non-profit completed.	Yes
3. Five E's completed with indication of Yes or No for inclusion as part of the proposed project(s) and description of how each "E" is addressed provided in the manual field provided to the right of each "E".	Yes
4. Sustainability section completed with all the elements included in the project(s) selected and any additional elements provided in the 6th field of Part B Section 4 (if applicable).	Yes
5. SRTS Strategies section completed indicating the number and types of Stakeholders identified, Events and Escort Programs to be included, and indication of Yes or No if Parent Surveys are to be included or exist (a through f).	Yes
PART C - Cost Estimate Worksheet	Complete?
Applicant has read and understands federal eligible cost guidance.	Yes
Sponsoring Agency, Program Title, and Application Date are complete.	Yes
Individual Item Costs are complete and accurate.	Yes
Subtotal Cost is complete and accurate.	Yes
Non federalized Local Match of 5.7% is completed for each line item as well as in the Subtotal and Total fields.	Yes
ADOT fee is \$2000 and is a federally eligible expense.	No
Total Cost is complete and accurate and does not exceed \$50,000 in FY 2017.	Yes
PART D - Signatures	Complete?
Form is signed and dated (PDF version) by the MAG member agency's official who will be responsible for allocating budget and signing invoices.	Yes
Name, title and date fields under the signatures are completed (both PDF and excel format).	Yes
Form is signed and dated (PDF version) by each endorsing Local Agency staff.	Yes
Name, title, organization and date fields under the endorsing Local Agency staff signatures are completed.	Yes
Form is signed and dated (PDF version) by each School Official.	Yes
Name, title, organization and date fields under the School Official signatures are completed.	Yes
Additional signatures and dates (PDF version) and related name, title, organization are completed (both PDF and excel).	Yes
PART E - Checklist	Complete?
Entire checklist is completed.	Yes
PART F - Required Attachments	Complete?
Any and all applicable attachments scanned into a PDF and inserted into the complete PDF application file.	Yes



CREIGHTON
SCHOOL DISTRICT

Creighton
School

2802 East McDowell Road
Phoenix, Arizona 85008
602-381-6060
Fax 602-381-6047

Ivan Carvajal
Principal

Dr. Donna W. Lewis
Superintendent
Creighton School District

Transforming, Innovating
and Achieving

www.creightonschools.org

September 16, 2015

To Whom It May Concern:

Creighton Elementary School (CS) is located in a high traffic arterial street on McDowell Road and 28th Street. Our physical location is in the midst of a unsafe neighborhood that has presented several challenges to our students and their families over the years.

Our school has over 730 students in kindergarten through eighth grade and our school does not provide transportation to and from school. A recent student survey showed that 65% percent of our students walk to and from school. Students as young as in kindergarten age walk home with their older siblings without a trusted adult to assist them in case of an emergency.

Our students either walk alongside McDowell road or walk alongside the canal located behind the school to get to and from school. Others walk to school through an alarmingly unsafe alley adjacent to the school. Students and parents have reported that on their way to school children have been offered drugs, witnessed criminal activities, and in some cases men have tried to lure them into their cars. Although the school provides staff to supervise the students before and after school there is a greater need to supervise students in the neighborhood.

I understand that SR2S focuses on problems associated with access to schools, working with law enforcement, community members, and Public Works to map the safest routes to school and promote bicycling and walking as a healthy transportation choice.

Needless to say the safety of our students and their families is top priority for our school and our community. I am excited about the potential for this Safe Routes to School Program because walking and bicycling increase the physical and mental health of children. This is an opportunity for schools, communities and local agencies to work together to promote safe, healthy lifestyles and reduce traffic in school zones.

I am pleased to support and participate in the Safe Routes to School Program.

Sincerely,

Mr. Ivan Carvajal, M.Ed.
Principal

Creighton School
icarvajal@creightonschools.org

September 15, 2015

To Whom It May Concern:

Please accept this letter as a letter of support for Creighton Elementary School's grant application for the Walking School Bus.

As a parent I am concerned with student safety walking to and from school. Many of the students walk by themselves and have to face the elements of the neighborhood on their own.

The students that exit the front of the school have to walk along the sidewalk to get to McDowell. The cars that drive through the parking lot tend to drive recklessly, and students cross at non-crossing areas to meet cars that are waiting impatiently. Once the students have made their way to McDowell students are met with several factors. One major factor is the traffic along McDowell road. There have been several accidents that occurred in front of the school. One accident claimed the life of the driver and school had to be canceled.

Although there are two crossing guards, students still have to walk a good distance before they reach their neighborhood street and are no longer traveling on McDowell. Once in the neighborhood, the neighborhood elements are waiting for them. Drug dealers and gang members are waiting for students as they enter the neighborhoods. Data also shows that there has been an increase in human sex trafficking and that people that traffic young children prey on students that are unsupervised. Per the end sex trafficking website, <http://endsextrafficking.az.gov/legislation.html>, Phoenix is one of the top human trafficking jurisdictions with trafficking starting in ages 13-15. Students that are not supervised are at higher risk of being recruited.

Students that exit the school via the canal also have the same elements waiting for them as they exit the school. In addition to the elements ace by the students that walk along McDowell, students that utilize the canal also encounter drug users, cars that drive on the canal, and transients that have made the canal their home. Al of which are not safe situations for students.

With all of the elements students have to face going to and from school, I wholeheartedly support the Walking School Bus Grant application by Creighton Elementary School.

Sincerely,


Helena Lebron
Concerned Parent

September 14, 2015

To The Maricopa Association of Governments:

I have been the Juvenile Probation Officer at Creighton Elementary School for the past six school years and I am writing in support to the grant application submitted by Creighton School Elementary for a Safe Routes To School Projects Grant.

This school does not provide transportation to and from school which means the students walk to school and it is a safety concern having students walk through the neighborhood to get to school especially if they walk alone to school.

The students either walk alongside McDowell road or walk alongside the canal located behind the school to get to and from school. Yet others walk to school through an alley adjacent to the school. Although the school provides staff to supervise the students before and after school it is still a safety concern because the staff could only supervise them near the campus and not in the neighborhood. I have witness students as young as 8 years old walking alone to school off McDowell Road.

Some of the safety concerns is the crime this neighborhood has. It has been reported to me by both students and parents of men trying to lure the students into their vehicles off of McDowell road, of people selling drugs along the canal and homeless people living along the canal asking students for money.

In the last month this neighborhood has had numerous crime incidents reported according to raidsonline.com. Some of those incidents include thefts, burglaries and robberies of individuals among others. Also the Arizona Department of Public Safety has listed 7 sex offenders living within a half a mile radius of the school.

Needless to say the safety of our students and their families is top priority for our school and our community. Please consider this application as it will benefit all the students and their families in our community.

Sincerely,


Leticia Sanchez

Juvenile Probation Officer