



Non-Infrastructure TA Set-Aside Safe Routes to
School Application for
FFY 2018, 2019, & 2020 Study(ies) Projects

Florence Schools Framework Study

TOWN OF FLORENCE

**APPLICATIONS ARE DUE VIA E-MAIL TO srts@azmag.gov BY
10:00 a.m. Thursday, September 29, 2016**

TOWN OF FLORENCE: Florence Schools Framework Study

PART A - MAG MEMBER AND LOCAL AGENCY CONTACT INFORMATION

1. MAG Member Agency Contact Information (applicant):

Select the Local Agency Name from the drop down box below. Once the agency name is selected, the other contact information will automatically populated. Please contact Margaret Boone at MAG if the contact information generated is incorrect. Manually type in your Mailing Address in the last field at the bottom of Section 1 below. (See the note at the bottom)

MAG Member Agency	Florence
Contact Name	Jess Knudson
Phone Number	(520) 868-7541
E-Mail Address	Jess.Knudson@florenceaz.gov
Mailing Address	P. O. Box 2670, Florence, AZ 85132

2. Local Agency Contact Information (Joint Application):

Applications that include Studies for one or more schools located either in part or entirely in another jurisdiction must be endorsed by that local agency. Please select the Endorsing Local Agency below and obtain their signature(s) to complete Part F. Please select up to three (3) 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 for you based on your selection. (See Note below)

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:	

Note : Applications for SRTS Studies can include up to five (5) schools. A joint application for schools located in multiple jurisdictions are acceptable provided that endorsements are provided from all MAG local agencies where the schools are located.

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 process. This process requires an FHWA authorization letter to encumber federal funding for implementation. Part B Sections 4-7 will demonstrate the proposed project(s) alignment with national SRTS project criteria and compliance with the MAG TA Set-Aside Non-infrastructure SRTS goals and objectives which are aligned with guidance for the Fixing America's Surface Transportation (FAST) Act 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 29, 2016 this project cannot qualify for funding through the MAG TA Set-Aside 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. Project Programming Timeframe:

Are you applying for a multi-year project?

YES NO

If yes, check the appropriate boxes for each year of this funding request:

FFY2018 FFY2019 FFY2020

3. Project Scope: The main deliverable of a SRTS study will be production of walking/biking route to school maps. Please indicate the range of scope proposed for the project using the drop down box provided. (Choose One)

New Study & Maps Update Study & Maps Update Maps ONLY

4. School Profile(s): (Maximum Evaluation Points: 5) Type in school name and use drop down boxes provided for the other information to the right of the school name. If you indicated "Update Maps ONLY" in Section 2 above and more than four (4) schools will be included, "unhide" rows 33-86.

Please provide the school name(s):	Title 1? (Yes/No)	# of Students Enrolled	Estimated # Currently Walking/Biking	*Public or Non-Profit (Yes/No)
Florence K-8	Yes	720	353	Yes
Anthem K-8	Yes	791	217	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.

5. Five E's: (Maximum Evaluation Points: 20)

a. New and Updated SRTS Studies: All approved studies will be administered through the ADOT On-call consultant contracts. The scope will incorporate and address the Five E's: Engineering, Enforcement, Education, Encouragement and Evaluation. Please acknowledge the inclusion of these elements in the study scope by typing your initials in the field provided to the right. Proceed to Part B Section 5.

JK

b. Update Maps ONLY Applications: As part of implementing existing SRTS programs, walking/biking route maps may need to be periodically updated. An application for updating maps ONLY projects should demonstrate the existing efforts that incorporate the Five E's. Please indicate "Yes" or "No" next to each 'E' that is included in your existing program and provide a brief two line description of how the existing program being implemented incorporates the associated 'E' in the space provided to the right.

Engineering		
Enforcement		
Education		
Encouragement		
Evaluation		

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 process. This process requires an FHWA authorization letter to encumber federal funding for implementation. Part B Sections 4-7 will demonstrate the proposed project(s) alignment with national SRTS project criteria and compliance with the MAG TA Set-Aside Non-infrastructure SRTS goals and objectives which are aligned with guidance for the Fixing America's Surface Transportation (FAST) Act 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)

6. Stakeholder Identification: (Maximum Evaluation Points: 25) Implementation of successful SRTS programs require that a team of individuals who have a stake in the safety and health of school children to participate collectively to carryout strategies of a comprehensive SRTS program. Please select "X" from the drop down box provided next to each type of stakeholder identified or already participating in existing programs. Points will be given for how many types of stakeholders are identified or already participating in addition to the local agency and school staff already identified in this application.

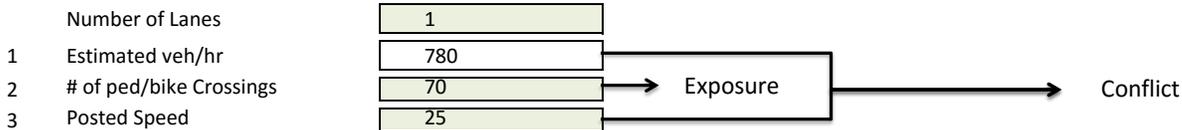
Parents Crossing Guards Businesses Elected Officials Community Groups

7. Safety Criteria: (Maximum Evaluation Points 50) Applications must demonstrate the proposed projects potential of addressing the safety of children walking and biking to school; or estimated exposure and conflict. Exposure will be expressed as the maximum school crossing volume and conflict will be demonstrated through a comparison of the crossing volume, estimated vehicle volume and posted speed. If you are completing this application for more than one school, you will enter information for the ONE location where the most amount of children cross.

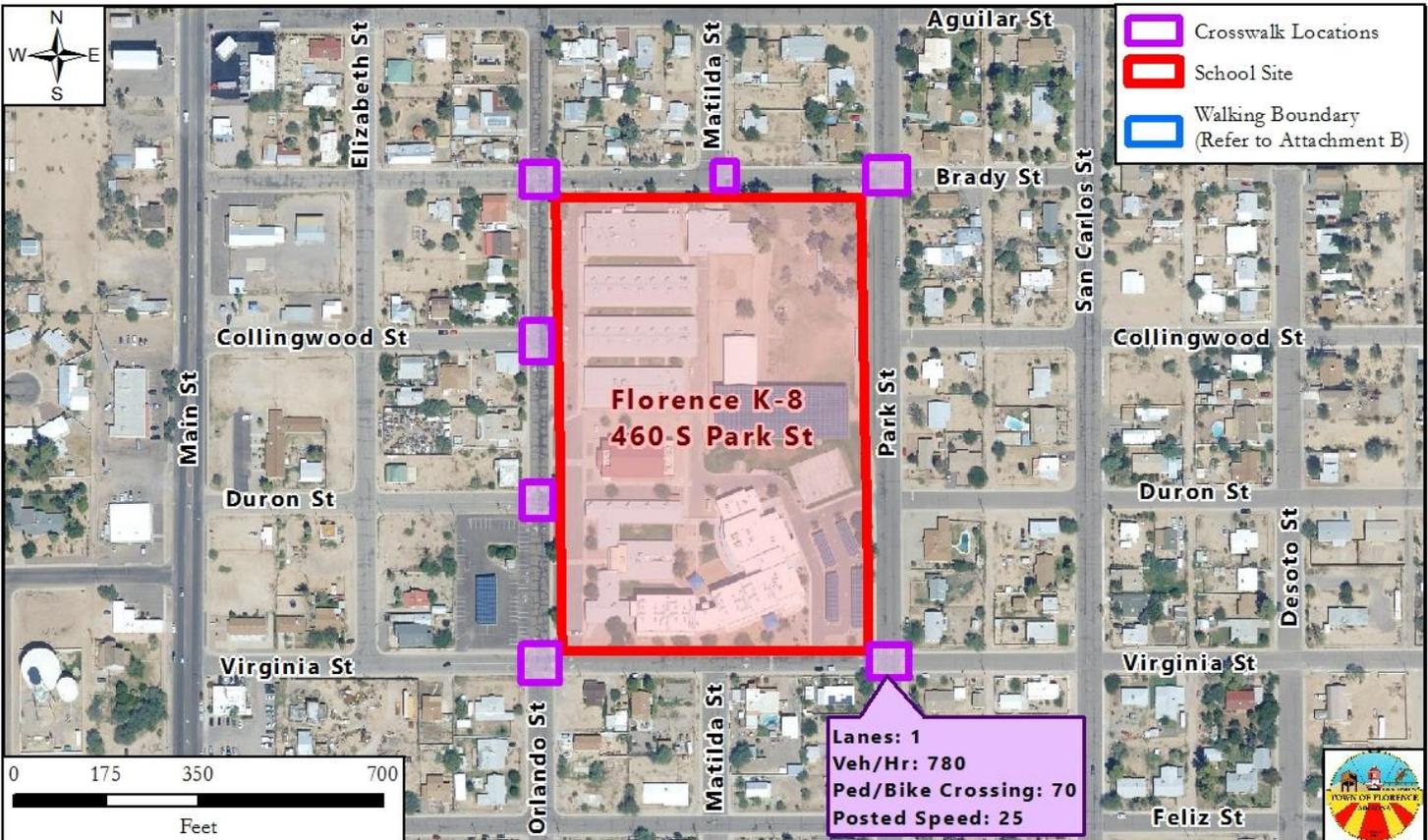
a. What are the problems your project will address? List only your problems, NOT your solutions.

The study will help determine the projects that are necessary to improve the minimal crosswalk treatments at both K-8 schools in Florence. There is also conflict with traffic flow through these areas. The schools are located in residential areas with vehicles leaving driveways and moving onto streets that create congestion with thru-traffic.

b. Select the number of lanes in each direction and posted speed from the drop down boxes provided. The estimated vehicle volumes/hr (based on HCM method for number of lanes in an Urban conditions) will automatically populate. Type in the estimated number of walk/bike crossings at the location most crossed at the peak period (am or pm whichever is greater).



c. Insert a map of the location described in Section 7b below. Label the school walking/biking boundary, school name and location, street names and the crossing location. Include a north arrow and insert the numbers from 7b.1-3 above for a visual demonstration of the information provided for the maximum crossing location.



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

Please provide a detailed cost estimate for this program. See FHWA TA Set-Aside 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:	TOWN OF FLORENCE	Project Title:	Florence Schools Framework Study
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Project Programming Year: FY2018

Item Description	Unit	Quan.	Unit Price	Total	Federally Eligible	Federal Funds (94.3%)	Local Funds (5.7%)	Other	Note(s)
New or Updated SRTS Study (estimate \$20,000 per school)	EA	2	\$20,000.00	\$ 40,000.00	Yes	\$ 37,720.00	\$ 2,280.00		
	EA			\$ -	Yes	\$ -	\$ -		
				\$ -		\$ -	\$ -		
				\$ -	n/a	\$ -	\$ -		
				\$ -	No	\$ -	\$ -	\$ -	
Subtotal of Program Costs FY2018				\$ 40,000.00		\$ 37,720.00	\$ 2,280.00	\$ -	
ADOT Fee	EA	1	\$ 2,000.00	\$ 2,000.00	Yes	\$ 1,886.00	\$ 114.00		
Total Program Cost FY2018				\$ 42,000.00		\$ 39,606.00	\$ 2,394.00	\$ -	

Project Programming Year: FY2019

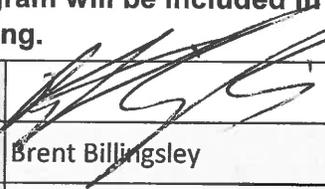
Item Description	Unit	Quan.	Unit Price	Total	Federally Eligible	Federal Funds (94.3%)	Local Funds (5.7%)	Other	Note(s)
Example: New or Updated SRTS Study (estimate \$20,000 per school)	EA			\$ -	Yes	\$ -	\$ -		
Example: Update walking/biking route maps and/or assess conditions of school crossing striping and signing	EA			\$ -	Yes	\$ -	\$ -		
				\$ -		\$ -	\$ -		
				\$ -		\$ -	\$ -		
Example: Educational Materials, Crossing Guard Vests, etc. (These items should be in a separate application. See Notes)				\$ -	n/a	\$ -	\$ -		Separate Application for Priority 2 Support Activities
Example: Crossing Guard Salaries				\$ -	No	\$ -	\$ -	\$ -	This portion paid for by the District
Subtotal of Program Costs FY2019				\$ -		\$ -	\$ -	\$ -	
ADOT Fee	EA	1	\$ 2,000.00	\$ 2,000.00	Yes	\$ 1,886.00	\$ 114.00		
Total Program Cost FY2019				\$ 2,000.00		\$ 1,886.00	\$ 114.00	\$ -	

Project Programming Year: FY2020

Item Description	Unit	Quan.	Unit Price	Total	Federally Eligible	Federal Funds (94.3%)	Local Funds (5.7%)	Other	Note(s)
Example: New or Updated SRTS Study (estimate \$20,000 per school)	EA			\$ -	Yes	\$ -	\$ -		
Example: Update walking/biking route maps and/or assess conditions of school crossing striping and signing	EA			\$ -	Yes	\$ -	\$ -		
				\$ -		\$ -	\$ -		
				\$ -		\$ -	\$ -		
Example: Educational Materials, Crossing Guard Vests, etc. (These items should be in a separate application. See Notes)				\$ -	n/a	\$ -	\$ -		Separate Application for Priority 2 Support Activities
Example: Crossing Guard Salaries				\$ -	No	\$ -	\$ -	\$ -	This portion paid for by the District
Subtotal of Program Costs FY2020				\$ -		\$ -	\$ -	\$ -	
ADOT Fee	EA	1	\$ 2,000.00	\$ 2,000.00	Yes	\$ 1,886.00	\$ 114.00		
Total Program Cost FY2020				\$ 2,000.00		\$ 1,886.00	\$ 114.00	\$ -	

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:	Brent Billingsley
Title:	Town Manager
Date:	9/28/16

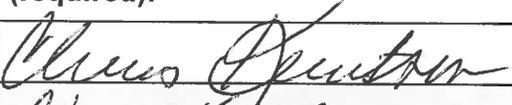
Note: All below signatures indicate an agreement in principle and a partnership on this project between the MAG member agency and the signing organizations. Although not all signatures are required, applications that include more signatures will be ranked higher

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 37-56 for more than one School Official (up to five).

Signature:	
Name:	
Title:	
Organization:	
Date:	

School Official (required):

Signature:	
Name:	Chris Knutson
Title:	Assistant Superintendent
Organization:	Florence Unified School District #1
Date:	9-27-16

Signature:	
Name:	
Title:	
Organization:	
Date:	

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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, if applicable.	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. Project Programming Timeframe completed with indication of YES or NO for a multi-year project and the associated fiscal year the project will be programmed in indicated.	Yes
3. Project Scope completed with indication of New Study and Maps, Update Study and Maps, or Update Maps ONLY.	Yes
4. School Profile completed with names provided and each of the four fields; Title 1, # of Students, Estimated # Currently Walking/Biking, and Public or Non-profit completed.	Yes
5a. (FOR NEW and UPDATED STUDIES ONLY) Five E's completed with initials of project sponsor inserted in field provided acknowledging incorporation of the Five E's on the study scope if applicable.	Yes
5b. (FOR UPDATE of MAPS ONLY) Five E's completed with indication of YES or NO for inclusion of E's addressed as part of the existing SRTS program being implemented for which the maps are requiring updates.	
6. Stakeholder Identification section completed with indication of stakeholders preliminarily identified or currently participating in the implementation of and existing SRTS program.	Yes
7a-c. Safety Criteria section completed with selection of associated number of lanes and posted speed and number of crossings manually entered; map inserted.	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.	Yes
The total cost of the project as proposed does NOT exceed \$100,000 for any one FFY (2018, 2019, 2020)	Yes
Total Cost is complete and accurate.	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



Florence Unified School District No. 1

P.O. Box 2850 Florence, Arizona 85132
(520) 866-3500 Fax (520) 868-2302

Amy P. Fuller, Ed.D., Superintendent

Chris Knutsen, Assistant to the Superintendent

Tony Jimenez, Assistant to the Superintendent for Administrative Services

September 26, 2016

Teri Kennedy
Transportation Improvement Program Manager
Maricopa Association of Governments
302 N. 1st Ave., Suite 300
Phoenix, AZ 85003

Dear Ms. Kennedy,

The Florence Unified School District (FUSD) is pleased to support the Town of Florence's application for the MAG TA Non-Infrastructure Safe Routes to School (SR2S) Program. FUSD will assist the Town of Florence's efforts by encouraging representatives from Florence K-8 School and Anthem K-8 School to serve as members of the SR2S Team. FUSD will provide information and assistance that is necessary to successfully complete the School Travel Plan. We look forward to participating in this valuable program.

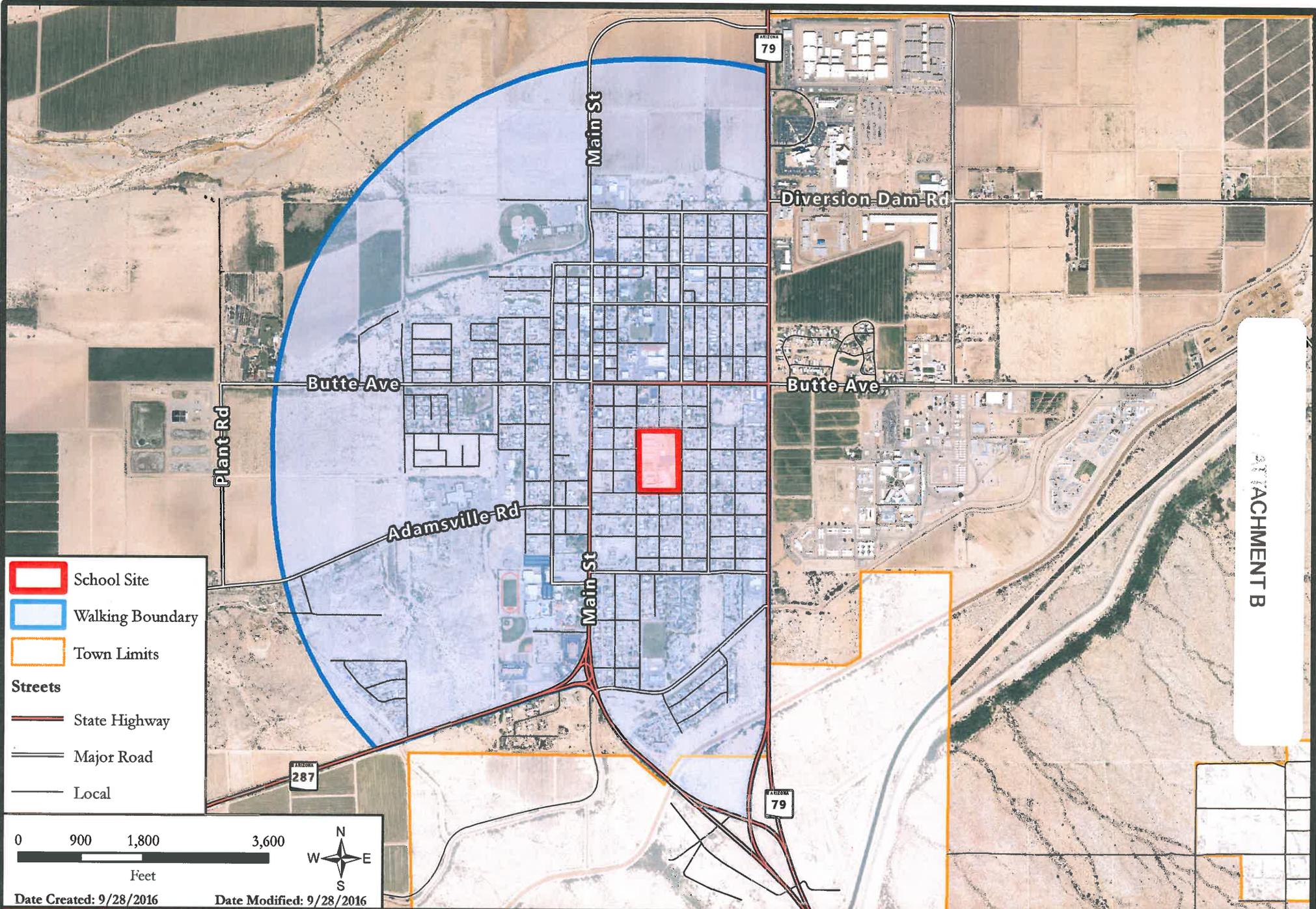
Sincerely,

A handwritten signature in black ink that reads "Amy Fuller".

Dr. Amy Fuller
Superintendent
Florence Unified School District No. 1

Board of Education

Denise Guenther, President Steve Johnson, Vice-President
Rose Marie M. Monks, Member Bob Dailey, Member Jim Thomas, Member



Date Created: 9/28/2016 Date Modified: 9/28/2016

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Safe Routes to School Vicinity Map



Town of Florence