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**Funding Opportunity Announcement**

**for the**

**Development of Plans and Policies**

**to Establish Activity-Friendly Routes**

**that Connect to Everyday Destinations**

**Pennsylvania Department of Health**

**Bureau of Health Promotion and Risk Reduction**

**Division of Nutrition and Physical Activity**

**University of Pittsburgh**

**Graduate School of Public Health**

**Center for Public Health Practice**

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**Funding Opportunity for the Development (FOA) of**

**Plans and Policies to Enhance the Built Environment and**

**Expand Opportunities for Physical Activity**

1. **Background**

Since 2014, the Pennsylvania Department of Health (PA DOH), Division of Nutrition and Physical Activity, has been collaborating with the University of Pittsburgh Graduate School of Public Health Center for Public Health Practice (the University) in conjunction with the Swanson School of Engineering Center for Sustainable Transportation Infrastructure to increase opportunities for physical activity utilizing the built environment. The program through which walking routes and walking groups have been formed is WalkWorks. To-date, with the engagement of community-based partners, 97 walking routes have been created in 27 Pennsylvania counties. In the fall of 2017, WalkWorks began offering grants to public agencies, such as municipalities and planning commissions, for the development of active transportation plans (ATPs) and related policies. For information about WalkWorks, including the location of our partners and walking routes as well as previously funded municipalities and agencies, please visit [pawalkworks](http://www.health.pa.gov/WalkWorks/Pages/default.aspx#.WU1ynuvytaQ).

Adult and child rates of obesity and overweight have reached epidemic proportions. In 2015-16, the prevalence of obesity across the nation was 39.6 percent for adults[[1]](#endnote-2) and 18.5 percent for youth.[[2]](#endnote-3) Combining data for the country, from 2016 through 2018, non-Hispanic blacks had the highest prevalence of self-reported obesity (39.1 percent), followed by Hispanics (33.3 percent) and non-Hispanic whites (29.3 percent)[[3]](#endnote-4) – in each case, an increase from the data for 2015 through 2017.

The Pennsylvania State Health Improvement Plan focuses on a reduction in adult obesity.[[4]](#endnote-5) With that in mind, 30.9 percent of adults had obesity and 35 percent were overweight in 2018. In 2012, 29.1 percent of adults had obesity and 35.9 percent were overweight.[[5]](#endnote-6) Of adults in Pennsylvania reporting obesity for 2018, 29.9 percent were non-Hispanic whites, 41.9 percent were non-Hispanic blacks and 34.9 percent were Hispanic. Hispanics had an overweight classification of 37.7 percent compared to 35.7 and 32 percent for non-Hispanic whites and non-Hispanic blacks, respectively.[[6]](#endnote-7) In 2016, the most recent year for which state data is available, 12.2 percent of children between two and four years of age, participating in the Women, Infants and Children program, had obesity and 14.9 percent were reportedly overweight.[[7]](#endnote-8)

Physical activity helps to maintain a healthy weight and reduces risk for many chronic diseases, including obesity. Further, studies indicate active transportation, such as walking and biking, reduces the risks of being overweight and having hypertension, diabetes or heart disease. The 2019 County Health Rankings reported no leisure time activity for 22 percent of the both nation’s population and residents of Pennsylvania.[[8]](#endnote-9)

In April 2018, the Centers for Disease Control and Prevention released “Be Active: Community Routes + Destinations,” a package of resources designed to advance the findings of the U.S. Community Preventive Services Task Force,[[9]](#endnote-10) which recommends built environment approaches that combine interventions to improve transportation systems with land use and community design interventions to increase physical activity. The combined interventions connect active means of traveling to everyday destinations so that it is safe and convenient for people of all abilities to walk, bike and use wheelchairs. Additionally, balanced transportation choices will also help to foster economic development thereby creating more vibrant communities and a higher quality of life for all.

While community design has long been the domain of land use and transportation planners, it has become increasingly obvious that communities will benefit from greater collaboration of public health practitioners, municipal planning entities, and other partners to create built environments that better support health. This funding opportunity is a strategic response by WalkWorks to support the planning and design of communities to increase walking, wheeling and public transit and, thereby, resulting in a healthier population. This shift to create healthier places requires policy – the basis for the program’s funding.

1. **Purpose of Funding Opportunity**

The aim of this funding opportunity is to facilitate the development of activity-friendly routes to everyday destinations through active transportation and land use plans and policies at the local and regional levels. WalkWorks is pleased to be able to provide grants to communities for the development of such plans and policies that will, when implemented, improve walking, bicycling, wheeling, and transit connections to everyday destinations and increase safe and accessible opportunities for residents to be physically active. This announcement marks the fourth cycle WalkWorks has been able to offer this opportunity. A list of agencies and municipalities that have received funding, to-date, can be found at [pawalkworks](https://www.health.pa.gov/topics/programs/WalkWorks/Pages/WalkWorks.aspx).

1. **Eligibility**This funding is being made available to assist municipalities with enhancing the built environment of their communities by increasing active transportation and connectivity to common destinations. In this context, active transportation includes walking, biking, wheeling and public transit.

Eligible applicants are municipalities\* and Metropolitan and Rural Planning Organizations (MPOs/RPOs) with the capacity to accomplish the proposed project. Note that applications should be submitted by these entities – not by those providing consultative services.

\*For purposes of this opportunity, municipalities include: boroughs, townships, cities and counties.

1. **Eligible Projects**

Funds will be available to a limited number of municipal or multiple-municipal applicants (hereinafter referred to as municipalities or applicants) to assist with:

1. The development of a plan, which will identify and prioritize projects related to modes of active transportation with an emphasis on walking, biking, wheeling and public transit; and/or
2. The development of policies – such as Complete Streets or Vision Zero – that include language in support of environmental changes for enhancing places for physical activity with an emphasis on walking, biking, wheeling and public transit.

The transportation plan may be a component of a comprehensive plan as required by the Municipal Planning Code or a stand-alone document. See Appendix A for guidelines. WalkWorks is not seeking nor will help to fund design studies.

In some cases, an applicant may submit more than one application. For example, an MPO may submit applications on behalf of two or more municipalities. Also, a single municipality may submit one application for the development of a transportation plan and another for the development of a policy. In fact, those applications should be separate. However, only one application for the same product (i.e., plan or policy) may be submitted per municipality. In other words, a municipality cannot submit its own application for funds to assist with the development of an active transportation plan *and* be part of an application on behalf of multiple-municipalities for a regional plan.

1. **Requirements of the Active Transportation Plan or Policy**

The resulting plans and policies should consider how well the community’s transportation system connects people to jobs, services and other everyday destinations and prioritize projects that will improve those connections. In accordance with Performance Measures set forth by the Centers for Disease Control and Prevention, the adopted active transportation plan or policy must include:

1. The number of *potential* linear miles\* of multi-use paths, sidewalks, bike lanes, and public transit routes connecting everyday destinations that will be addressed during the initial 12 months following adoption of the plan or policy.
2. The number of *potential* connections of destinations,\* based on plans for the above.
3. The number of *potential* new or enhanced sites,\* identified in the plan or policy, that will be connected by activity-friendly routes within the initial 12 months following adoption of the plan or policy.
4. The number of people *potentially\** impacted by the plan or policy.

\*All grant recipients will be requested to share *actual* numbers of miles, connected destinations, enhanced sites and the people impacted as a result of implementing their plans and policies.

See Appendix B for detailed explanations and examples of the above.

1. **Incorporating Additional Considerations into Active Transportation Plans and Policies**

In addition to the above, the following data elements/public health-related metrics are some, though not intended to be all-inclusive, that grant awardees will be requested to consider in the development of active transportation plans and policies:

1. A Community Health Needs Assessment\*;
2. An assessment of pedestrian/bicycle facilities/an inventory of bicycle and pedestrian infrastructure, including – if already identified – extent of existing connectivity and/or needed additions and improvements to promote walking and biking by people of all abilities;
3. Crash data and the areas of high risk – especially for vulnerable users (pedestrians, cyclists, children, older adults, persons with disabilities);
4. Everyday destinations (e.g., home, work, childcare, grocery store, park) connected by activity-friendly routes and the population reach for these destinations (e.g., the percent of population living within a 10 minute walk to a park);
5. Population served by walking/biking/transit or the number of people who walk or bike to daily activities and/or for leisure time physical activity;
6. Commuting habits – i.e., percentage of residents who walk/bike/take public transportation to work; and
7. Identification of proposed projects, preliminary cost estimates and timeline for implementation, and an implementation strategy.

\**If there is a health department/bureau and/or a non-profit hospital in the geographic area, one or both will have developed a Community Health Needs Assessment and a corresponding action plan to address the Assessment. Both the Assessment and plan will be posted on the website of the health department and hospital. Most of these documents, if not all, cite high rates of obesity and related chronic diseases as priorities and address physical activity as a means to address these issues. Pertinent data from the Needs Assessment might include the rate of obesity or prevalence of related diseases and should be considered in the development of active transportation plans and policies as, in the end, the expectation is that the plan’s and policy’s goals or strategies will aim to reduce such conditions.*

If appropriate for the community, grant recipients will be encouraged to consider a Safe Routes to School (SRTS) component in their active transportation plans. SRTS is a comprehensive approach that encourages students and their families to walk, bike, or use other forms of active transportation to commute to and from school. It combines programmatic approaches like bicycle safety education, walking school buses and increased traffic enforcement with infrastructure improvements such as sidewalks, crosswalks, and lighting to ensure safe conditions for walking and biking. The evidence demonstrates that SRTS is associated with increases in the number of students who walk and bike to and from school. There is also evidence that SRTS reduces the risk of injury from traffic collisions involving pedestrians and bicyclists. A SRTS plan or component of an active transportation plan might include an inventory of infrastructure for walking and bicycling around the area school(s) and developing a list of improvements needed.

See Appendix C for references to resources for the other items, listed above.

1. **Award Information**

Funding for the awards is made possible by the Pennsylvania Department of Health through the State Physical Activity and Nutrition (SPAN) grant and Preventive Health and Health Services Block Grant from the Centers for Disease Control and Prevention and will be administered by the University. It is anticipated that awards will range between $10,000 to $20,000 for the development of active transportation plans and between $3,000 and $5,000 to assist with the development of Complete Streets and/or Vision Zero policies. The number of awards for each will be dependent on how many applications are received, the amounts requested and each applicant’s documented ability to meet the criteria set forth in this announcement.

Applicants should indicate whether the grant will be the sole source of funding or whether it will be supplemented with other funding. Cost sharing/matching funds are not required, though proposals that include commitments of local funding, the leveraging of concurrent grants, in-kind contributions or other resources that will support this effort are encouraged and will receive credit for such.

The University will provide selected applicants notice of the status of their applications on or about September 3, 2020 to be followed by written notice to all others. The anticipated term of the award is October 2020 through September 2021.

1. **Application Submission Procedures**
2. To assist the University with projecting the number and types of applications, potential applicants are encouraged to submit a Letter of Intent by May 22, 2020; see Appendix D for template and submittal information. This letter is not required nor will it obligate you in any way. If it becomes necessary to revise any part of the application guidelines or process, those who have submitted Letters of Intent will be notified.
3. Applicants are required to use the application form that is included with this Announcement and submit it to [pawalkworks@pitt.edu](mailto:pawalkworks@pitt.edu) **no later than 5:00 p.m. on July 2, 2020**; applicationsreceived at 5:01 p.m. or after will not be considered. See Appendix E for application.
4. The decision of the University with regard to selection of grantees is final.
5. **Evaluation of Applications**

Applications will be reviewed by a team of representatives of the Pennsylvania Departments of Health, Transportation, Conservation and Natural Resources, Economic and Community Development, the University and others whose input is determined, by the PA DOH and University, to be objective and valuable. Following are the elements on which the applications will be evaluated:

1. Proposed scope of work addresses the need for the plan or policy with regard to the community (e.g., population health data referenced in community health assessment(s) for the geographic area, pedestrian and bicycle facilities, crash data), including how the project is expected to improve outcomes/benefits – i.e., how the plan or policy will enhance the built environment to increase opportunities for physical activity with potential connections of transportation systems such as sidewalks, public transit, bicycle facilities, and trails to everyday destinations (such as, though not limited to home, work and grocery stores).
2. A resolution by or letter from the governing body, in support of the application and commitment to carry out the project – if awarded a grant.
3. Evidence that proposal is recommended by and/or is in compliance with an existing comprehensive or other pertinent plans of the municipality, county and/or MPO/RPO. For example: If the comprehensive plan recommends that the municipality develop an active transportation plan, the proposal should include the specific citation for the recommendation and/or provide a link. If the proposal is not consistent with the comprehensive plan, the reasoning should be included (e.g., the age of the comprehensive plan). If applying to develop a policy recommended by an existing transportation plan, that citation should be included.
4. Commitment of resources – i.e., qualified internal personnel and/or engagement of a consultant with experience in the field of active transportation – is appropriate. Note: The engagement of a professional planning or engineering consultant is strongly encouraged. Staff or the consultant should have experience in developing active transportation plans and/or policies and be skilled in eliciting public participation.
5. Involvement of stakeholders and public-at-large. The application should demonstrate involvement of local stakeholders such as health, planning, transportation, education, business owners. See Section 10 for Grantee Expectations. Additionally, the application should reflect a commitment to solicit input from the public and reflect possible means to do so.
6. Realistic timetable. A realistic timeline consistent with this Announcement (i.e., draft by August 2021 and adoption by the governing body, no later than September 2021) should be provided.
7. Efforts to advance walking and bicycling should consider health, equitable access, and opportunity for vulnerable communities.
8. Estimated project costs consistent with those on the application form and that justify the amount of requested funds.
9. Demonstrated ability to collect and report on the data elements and metrics outlined in Sections 5 and 6 above.\*

\*As previously noted, all grant recipients will be requested to share *actual* numbers of miles, destinations, enhanced sites and the people impacted as a result of implementing their plans and policies.

In addition to the resolution by or letter from the governing body, applications accompanied by formal documentation of supplemental funding, including the amount of contribution, will receive additional credit.

WalkWorks expects municipal applicants to notify their county planning offices and all applicants to notify their MPOs/RPOs and bike/ped coordinators that they are applying for funds. Further, in concert with item “c,” letters of support from municipal or county planning and the MPO/RPO are strongly encouraged. Communication with PennDOT Connects as it relates to the proposed plan or policy should be documented.

Communities with well-documented health disparities and/or communities located in counties with documented health disparities will receive additional consideration.

Finally, it is expected that a large number of applications will be received. Thus, it is in every applicant’s best interest to ensure submission of a complete application.

1. **Grantee Expectations**

If selected, it is expected that:

* 1. The grantee will enter into an agreement with the University.
  2. The grantee will assume responsibility for tasks outlined in a letter provided by the University, which will include the organization and use of a stakeholder group to ensure support and optimize collaboration. The stakeholder group should include, though need not be limited to, representatives from the following sectors:
     1. Health;
     2. Education;
     3. Economic development;
     4. Planning (municipal, at a minimum; county, if deemed appropriate);
     5. Department of Conservation and Natural Resources;
     6. Transportation and/or PennDOT Bike/Ped Coordinator (District Office);
     7. Advocacy groups (e.g., bicycle, pedestrian, disability/special needs);
     8. Community-at-large (representing age categories from youth to aging adults); and
     9. The governing body (i.e., a minimum of one member of the council or board of commissioners/supervisors of the municipality).
  3. A minimum of one grantee will be requested to apply for a Community Conservation Partnerships Program (C2P2) Grant, a program of the Department of Conservation and Natural Resources. The University will provide technical assistance and help to facilitate the submission of the application.
  4. The grantee will participate in bi-weekly calls with the University.
  5. The grantee shall submit brief progress reports (template to be provided by the University) in accordance with the following dates:

Reporting Period\* Report Due

November 1, 2020 – January 31, 2021 February 19 , 2021

February 1, 2021 – April 30, 2021 May 21, 2021

May 1, 2021 – July 31, 2021 August 30, 2021\*\*

\*Subject to amendment, based on effective date of award.

\*\*Draft of plan or policy is to be submitted to the University by August 30, 2021 and may accompany or be submitted in lieu of the final report . The final plan or policy, as adopted by the governing body will be due September 30, 2021.

* 1. The grantee will agree to respond to inquiries regarding implementation of, specifically, though not limited to: the number of linear miles of multi-use paths, sidewalks, bike lanes, and public transit routes connecting everyday destinations that have been implemented over time and new or enhanced sites, identified in the plan or policy, that are connected by activity-friendly routes.
  2. The University will provide a draft press release to grantees after official written notification of award. Any subsequent publication or media release issued by the grantee throughout the life of the grant must include the following language: *Funding is provided by the Pennsylvania Department of Health through the State Physical Activity and Nutrition grant and Preventive Health and Health Services Block Grant from the Centers for Disease Control and Prevention.*

1. **Overview Webinar**

A 1-hour webinar to review the goals of this funding opportunity, the application process, expectations of grantees and questions from interested parties is scheduled to be held on May 14, 2020 at noon. GoToWebinar will be used to administer the web conference. To register in advance, [click here](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fattendee.gotowebinar.com%2Fregister%2F2048609371472139276&data=02%7C01%7CCAROLR%40pitt.edu%7C4887e439fa354d660ffd08d7dbf3a0e0%7C9ef9f489e0a04eeb87cc3a526112fd0d%7C1%7C0%7C637219711726039864&sdata=lf6bZWPdp4Ej4617%2BzZ2oJWUgA9aSXpd53Q%2F%2FZK%2BvRc%3D&reserved=0). On the day of the web conference, call: 1-866-901-6455; enter access code 933-067-871#. To view the content, link to: [https://attendee.gotowebinar.com/register/2048609371472139276](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fattendee.gotowebinar.com%2Fregister%2F2048609371472139276&data=02%7C01%7CCAROLR%40pitt.edu%7C4887e439fa354d660ffd08d7dbf3a0e0%7C9ef9f489e0a04eeb87cc3a526112fd0d%7C1%7C0%7C637219711726039864&sdata=lf6bZWPdp4Ej4617%2BzZ2oJWUgA9aSXpd53Q%2F%2FZK%2BvRc%3D&reserved=0). Participation in the webinar is optional.

1. **Contact Information/Questions**

Questions about this FOA should be directed to Carol Reichbaum, WalkWorks Project Director, University of Pittsburgh Graduate School of Public Health – Center for Public Health Practice: [pawalkworks@pitt.edu](mailto:CAROLR@pitt.edu). Questions may be submitted up to 7 business days prior to the application deadline. Responses to all questions will be sent to webinar attendees up until 5 business days prior to the application deadline.

**Appendix A – Expectations for Plans and Policies**

**Funding Opportunity for**

**Policies in Support of Enhancing the Built Environment and**

**Expanding Opportunities for Physical Activity**

The following guidance is provided for applicants seeking funding to implement Active Transportation Plans (ATP), Complete Street Policies (CSP) and Vision Zero Policies (VZP). The expectations for use of the funding and information required to be addressed in the application are described.

Common Elements

The purpose of this funding program is to enhance the built environment and, thereby, increase opportunities for physical activity, with an emphasis on walking, through plans and policies. Creation or enhancement of the environment begins with a plan or policy that documents a community commitment to this goal. The plan or policy should create a roadmap for a safe walking infrastructure network through identification of specific projects, including routes (multi-use paths, bike lanes, sidewalks, and public transit routes) and everyday destinations (e.g., home, work, childcare, grocery store, retail center) that will be enhanced or developed. The application shall identify *how* the plan or policy will create the roadmap for implementation of future enhancements. Applicants should be willing and prepared to report on the number of linear miles and the number of residents projected to be impacted by the implementation of activities of their plans or policies that have been developed with the support of WalkWorks.

It is expected that the resulting plans and policies will emphasize the relationship of public health and active transportation. Thus, applications should address and commit to developing plans and policies aimed at enhancing the built environment so that opportunities for physical activity are increased and the health of residents improved as well as adherence to requirements of the Americans with Disabilities Act.

The recent proactive steps taken by PennDOT to better enhance communities and mobility through a more collaborative planning effort are also relevant for consideration. [PennDOT Connects](https://www.penndot.gov/ProjectAndPrograms/Planning/Pages/PennDOT-Connects.aspx) looks to work with planning partners and communities at the beginning of the construction planning process to learn what elements may be important to include in the specified project, such as bicycle, pedestrian, community health and green infrastructure, to support a community’s vision. This commitment to bettering the transportation system and communities builds partnerships that invest in sustainable transportation, leverages resources to improve communities and improves economic competitiveness, access to work and overall quality of life.

Applicants should review and take into consideration the [Statewide Active Transportation Plan/Bicycle and Pedestrian Master Plan](https://www.penndot.gov/TravelInPA/RideaBike/Pages/Master-Plan.aspx).

Based on previous funding for the development of active transportation plans, WalkWorks encourages applicants to utilize the funds to engage a qualified consultant to perform the work. To the extent that it is known at the time, applications should document the qualifications of internal staff and/or consultants.

This funding may supplement or be supplemented by internal or other external funds. If that is the case, please address that in your application. Finally, be realistic about what you propose to accomplish with the funds and within the project period.

Transportation Plans

In accordance with the [Pennsylvania Municipal Planning Code](http://dced.pa.gov/download/pennsylvania-municipalities-planning-code-act-247-of-1968/), every community must have or be covered by a comprehensive plan, including an evaluation of transportation issues. In the case of this funding opportunity, the ATP may be incorporated into a current or future comprehensive plan or it may be a stand-alone document. Either way, it is expected that the plan will identify current and future needs and solutions pertaining to active transportation issues.

Historically, these plans have focused on vehicular transportation. Given the source of this funding and the important relationship of population health and connectivity, funded plans will focus on active transportation – walking and bicycling, at a minimum – rather than primarily roadway improvements. Upon completion, the plan should be formally adopted by the governing body of the community.

Again, the plan should embrace walking, wheeling (bicycles and wheelchairs) and public transportation (if applicable to the community). The resulting plan must illustrate/incorporate, though not be limited to:

* Utilization of a stakeholder group (specific categories of representation to be addressed with awardees of funds);
* Public involvement;
* Data gathering, including community health assessment or population health related to physical inactivity and/or obesity and related chronic diseases;
* Analysis of current and future conditions;
* The number of *potential* linear miles of multi-use paths, sidewalks, bike lanes, and public transit routes connecting everyday destinations that will be addressed during the initial 12 months following adoption of the plan or policy;
* The number of *potential* new or enhanced sites, identified in the plan or policy, that will be connected by activity-friendly routes within the initial 12 months following adoption of the plan or policy;
* The number of people *potentially* impacted by the plan or policy.
* Identification and prioritization of specific infrastructure projects to enhance these modes of transportation, which may involve both on-street and off-street infrastructure, including a cost opinion for each priority;
* An implementation process for future design/construction activities and funding (though there is no expectation that this be an implementation plan); and
* All elements addressed in Sections 5 and 6, if not listed above.

Complete Streets Policy (CSP)

Complete Streets is a transportation policy and design approach that calls for streets to be planned, designed, operated and maintained to enable safe, convenient and comfortable travel and access for users of all ages and abilities, regardless of their mode of transportation. A CSP identifies a community’s commitment to providing future opportunities to implement walking and biking infrastructure on current and/or future streets. Because most streets are shared by vehicles, pedestrians and bicyclists, many communities have adopted or are adopting policies that guide the evaluation and design of these shared transportation spaces. Typically, a CSP identifies general goals and principals to promote complete streets in a community and then determines specific actions or guidelines to evaluate and implement shared spaces for vehicles, pedestrians and bicycles.

**In November 2017, the National Complete Streets Coalition released a new and improved policy framework for grading Complete Streets policies. Its revamped**[**Elements of a Complete Streets Policy**](https://smartgrowthamerica.org/resources/elements-complete-streets-policy/)**calls for strong commitments to both equity and implementation. The expectation is that the ten elements will be considered for inclusion in your final CSP. In 2018, the Coalition highlighted 12 of the best Complete Streets initiatives, projects, and champions around the country in lieu of its typical annual**[**Best Complete Streets Policies**](https://smartgrowthamerica.org/resources?resource_type=report&authors=&category_name=complete-streets&s=best+complete+streets+policies)**report.**

The application must identify the process by which the applicant will obtain input from the public and specific interest groups and the means by which the policy will be drafted and adopted. The expectation is that the policy will be adopted by locally elected officials through an ordinance, resolution, street design policy or comprehensive transportation plan. The policy must specify how the community will plan, design and maintain streets so they are safe for all users. See Appendix C for related resources.

Vision Zero Policy (VZP)

Vision Zero is a strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all. First implemented in Sweden in the 1990s, Vision Zero has proven successful across Europe and has gained momentum across America – not only in major cities – as any more than zero deaths is too many.

A VZP is an *actionable* set of policies calling for zero deaths from traffic crashes by a specified year. It is an ethics-based approach to strategizing to achieve no fatalities or serious injuries. Depending on the community, strategies might include a plan for speed management on streets used by pedestrians and bicyclists, requiring taxi companies to manage their employees or vehicles to prevent speeding and prioritize pedestrian safety and/or implementing a shift from road lighting to human-centric lighting.

Today, road users bear complete responsibility for safety; Vision Zero changes this relationship by emphasizing responsibility must be shared by transportation system/providers (e.g., elected officials, city planners, transportation and traffic engineers) and road users (e.g., obeying speed limits, not texting, etc.). The Vision Zero Network suggests [nine components](https://visionzeronetwork.org/project/9-components-of-a-strong-vision-zero-commitment/) are needed to ensure a strong commitment to Vision Zero. For more information, including core elements of and examples of Vision Zero policies, visit [Vision Zero Network](https://visionzeronetwork.org/). Also, see Appendix C.

The application must identify the process by which the applicant will obtain input from the public and specific interest groups and the means by which the policy will be drafted and adopted. The expectation is that the policy be adopted by locally elected officials through an ordinance, resolution, policy or executive order.

**Appendix B – Explanation of Terms**

**Activity-friendly routes**refer to direct and convenient connections with everyday destinations, offering physical protection from cars and making it easy to cross the street. Activity-friendly routes *connect* at least two everyday destinations, as described below.

Activity-friendly routes include four modes of active transportation:

1. Bicycle infrastructure/amenities include low-speed shared streets, bicycle boulevards, buffered bicycle lanes, conventional bicycle lanes, protected bicycle lanes, and signed bicycle routes, though do not include multi-use paths.
2. Pedestrian infrastructure includes sidewalks, context-sensitive traffic calming, intersection design, street lighting, and landscaping.
3. Multi-use paths include paved and unpaved trails, though do not include sidewalks or side paths (e.g., wide sidewalks along roads).
4. Public transit includes bus, light rail, van pool, dial-a-ride, subway, and paratransit (e.g., county or regional van service).

**Everyday destinations**refer to desirable, useful, and attractive places that people need to or want to go and could feasibly travel by walking, bicycling, or taking public transit for at least part of their trip. Examples include, though are not limited to: home, work, school, childcare, friend or family member’s home, grocery store, restaurant, café or bar, mall or retail center, transit station, place of worship, bank or ATM, gym or health club, senior center or community center, park, playground, trail, library, museum, arts center, doctor’s office and pharmacy.

**Implement**refers to progress reports or other substantiating documents that support improvements related to the approved plan or policy.

**New or improved plans or policies**refer to documents written and adopted/approved during the project period to specify or strengthen standards related to at least one activity-friendly route between at least two everyday destinations. These could be new plans or policies or plans and policies that have been revised to improve the creation and implementation of activity-friendly routes to everyday destinations. Routes or destinations that are implemented during the project period may be counted for the *actual* routes and destinations measures, whether addressed by plans or policies prior to or during the project period. To be counted, *actual* routes and destinations must be substantiated by documents such as implementation plans, budgets, annual or progress reports created during the project period, henceforth referred to as “substantiating documents”.

**Number of potential linear miles**refers to the number of linear miles of activity-friendly routes potentially created by new or improved plans or policies with specified or strengthened standards during the project period. Specifically, one must count the total length of planned new or improved multi-use paths, sidewalks, bicycle infrastructure/amenities, and public transit routes in the areas addressed by new or improved plans or policies, as defined above. When the areas of different plans or policies overlap, miles may be totaled separately for different types of actual routes. Note that these actual linear miles must connect everyday destinations.

**Number of potential new or enhanced sites**refers to the number of everyday destinations potentially created or enhanced by new or improved plans or policies. Sites include, though are not limited to: parks, playgrounds, commercial centers, mixed-use buildings, farmers’ markets, and community centers that new or improved plans or policies will address (includes both existing and planned sites). Policies may include Shared Use Agreements (SUAs) that include sites connected by or planned to be connected

by, activity-friendly routes. Potential sites may not be counted nor reported for any plans or policies passed prior to the project period.

**Number of people potentially impacted** by new or improved plans or policiesrefers to the number of people currently living in the areas within the community or area for which the grant covers (as described by one or more GEOIDs) that are addressed by new or improved plans or policies. When the areas addressed by different plans or policies overlap, people must be counted only once.

**Number of actual linear miles**refers to the number of linear miles of activity-friendly routes that have been completely built or installed as the result of new or improved plans or policies. If the plan or policy was passed during the project period, the actual miles may be counted upon completion of the route. If the plan or policy was passed prior to the project period, the actual miles are only counted if there are *substantiating documents created during the project period* that support the building or installation of the route. When the areas of different plans or policies overlap, miles may be totaled separately for different types of actual routes. Note that these actual linear miles must connect everyday destinations.

**Number of actual new or enhanced sites**refers to the number of everyday destinations that have been completely built, installed or enhanced as the result of new or improved plans or policies. If the plan or policy was passed during the project period, the actual sites may be counted upon completion. If the plan or policy was passed prior to the project period, the actual sites are only counted if there are *substantiating documents created during the project period* that support the building, installation or enhancement of the site. Policies may include Shared Use Agreements (SUAs) that are connected by or have plans to be connected by activity-friendly routes.

**Project period**, in the case of this grant, runs from the date the grant is awarded through September 2023. The expectation is that all grant recipients will agree to complete a brief data request, semi-annually, from the date of adoption of the plan or policy through September 2023. The requested data will pertain to the previously referenced linear miles, enhanced sites and the impacted population.

**Substantiating documents**refer to formal documents created and adopted or approved during the project period that facilitate the building, installation or enhancement of actual routes or destinations. These documents include budgets, implementation plans, annual or progress reports.

**Appendix C – Resources**

In addition to the endnotes on page 7 of the Funding Opportunity Announcement, the following are resources available for consideration in the development of your application and future work:

Policy and Plan Resources:

* [Pennsylvania Active Transportation Plan](http://www.dot.state.pa.us/public/PubsForms/Publications/PUB%20787.pdf)
* [How-to-Guide for Developing Active Transportation Plans](http://www.dot.state.pa.us/public/pubsforms/Publications/PUB%20787G.pdf)
* Plans developed with funding assistance from WalkWorks can be found on our [website](https://www.health.pa.gov/topics/programs/WalkWorks/Pages/WalkWorks.aspx#.WU1ynuvytaQ)
* [Elements of a Complete Streets Policy](https://smartgrowthamerica.org/resources/elements-complete-streets-policy/)
* [The Best Complete Streets Policies of 2018](https://smartgrowthamerica.org/app/uploads/2019/05/Best-Complete-Streets-Policies-of-2018.pdf)
* [Complete Streets: Best Policy and Implementation Practices](https://www.planning.org/publications/report/9026883/)
* [Complete Streets Policies at the Local Level; Model Local Resolution, Model Local Ordinance, and Model Comprehensive Plan Language](http://www.changelabsolutions.org/publications/laws-resolutions-cs)
* [Vision Zero Network: What is Vision Zero](http://visionzeronetwork.org/about/what-is-vision-zero/)
* [9 Components to a Vision Zero Strategy](https://visionzeronetwork.org/wp-content/uploads/2018/05/VZN-9-Components.pdf)
* [Core Elements for Vision Zero Communities](https://visionzeronetwork.org/wp-content/uploads/2018/11/VZN_CoreElements_FINAL.pdf)
* [Dangerous by Design 2019](https://smartgrowthamerica.org/still-dangerous-and-deadly-by-design/)
* [Action Plan: Vision Zero - Harrisburg](https://cityofharrisburg.zendesk.com/hc/en-us/articles/360020120593)
* [National Center for Safe Routes to School](http://www.saferoutesinfo.org/)
* [Sample Safe Routes to School Plans](https://www.saferoutespartnership.org/safe-routes-school/local-work/safe-routes-launch/communities)

Health Disparity Data:

* [County Health Rankings](http://www.countyhealthrankings.org/):
* Adult obesity rates
* Physical inactivity rates
* Median household income
* Access to parks
* [Rural Pennsylvania Counties](http://www.rural.palegislature.us/demographics_rural_urban_counties.html)
  + 2014 rural vs. urban data
* [Pennsylvania Crash Information Tool](https://www.penndot.gov/TravelInPA/Safety/pages/crash-facts-and-statistics.aspx)
* Pennsylvania crashes by county
* Pedestrian fatalities by county

**Appendix D – Letter of Intent to Apply**

This letter should be submitted on letterhead and sent, electronically, to: [pawalkworks@pitt.edu](mailto:pawalkworks@pitt.edu).

Carol Reichbaum

University of Pittsburgh

Center for Public Health Practice

130 DeSoto Street, A726

Pittsburgh, PA 15261

Dear Carol:

Please be advised that (name of municipality) anticipates submitting an application for funding to assist with the development of:

An Active Transportation Plan (e.g., transportation component of comprehensive plan, standalone pedestrian/bicycle plan);

A Complete Streets Policy;

A Vision Zero Policy; or

A combination of the above (please explain \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_).

In accordance with the Funding Opportunity Announcement, it is our intent to submit an application to [pawalkworks@pitt.edu](mailto:pawalkworks@pitt.edu) no later than 5:00pm on July 2, 2020.

Name and contact information of person submitting this letter:

**Appendix E – Application Form**

**Development of Plans and Policies**

**to Enhance the Built Environment and**

**Expand Opportunities for Physical Activity**

If applying for funds for the development of a transportation plan and/or related policies, in accordance with the Funding Opportunity Announcement, please complete the following application and submit to [pawalkworks@pitt.edu](mailto:pawalkworks@pitt.edu) **by 5:00 p.m. on** **July 2, 2020**.

The boxes within this form will expand to accommodate your responses.

|  |  |
| --- | --- |
| Applicant organization:  Enter text | |
| Please check the option that best describes your organization:  Municipality  MPO/RPO  Other (Please specify.)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  If submitting on behalf of multiple municipalities, please list them here: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Primary contact:  Enter text | Primary contact email/phone number:  Enter text |
| Please check the opportunity(ies) for which you are applying:  Active Transportation Plan  Complete Streets Policy  Vision Zero Policy  Choose an item. | |
| Will your plan and/or policy be a standalone document or a component of a larger plan? Please describe how your proposal addresses or aims to advance relevant plans (e.g., a comprehensive plan, regional transportation plan); the title, year and specific references – if any – should be provided.  Enter text | |
| Please describe the extent to which you anticipate relying on in-house staff and/or consulting services to accomplish your proposed project. If you are confident that you will engage a consultant and are aware of the name of the firm, please provide.  Enter text | |

|  |
| --- |
| If requesting funds for the development of a **Transportation Plan**, please justify your proposal, below. At a minimum, the response should address the following:   * The need for and anticipated benefits of the plan, including – though not limited to – demographic characteristics of the community to be served; * How the plan will enhance the built environment to increase opportunities for physical activity through connectivity; * Examples of data to be collected; * The means by which community input will be obtained; * Broad description of major tasks and estimated duration of each task leading to the accomplishment of the proposed plan within the grant period ending September 2021; and * Support for the proposal.   See Section 9 of the Funding Opportunity Announcement for elements against which applications will be evaluated and Appendix A for additional guidance.  Enter text |

|  |  |
| --- | --- |
| Provide cost estimates, including whether this award will supplemented with additional sources of funding. | |
| Potential award amount  Transportation Plan: $10,000 - $20,000 | |
| Total requested amount |  |
| Personnel (including staff and benefits or consulting services) |  |
| Travel |  |
| Supplies |  |
| Indirect |  |
| If additional funds will be made available, attach any relevant documentation (e.g., commitment letter). |  |

|  |
| --- |
| If requesting funds for the development of a **Complete Streets Policy** and/or **Vision Zero Policy**, please define your proposal, below. At a minimum, the response should address the following:   * The need for the policy, including characteristics of the community to be served; * How the policy will enhance the built environment to increase opportunities for physical activity; * Examples of data to be collected; * The means by which community input will be obtained; * Major tasks and estimated duration of each leading to the accomplishment of your proposed policy within the grant period ending September 2021; and * Support for the proposal.   See Section 9 of the Funding Opportunity Announcement for elements against which applications will be evaluated and Appendix A for additional guidance.  Enter text |

|  |  |
| --- | --- |
| Provide cost estimates, including whether this award will be the sole source of funding. | |
| Potential award amount Complete Streets or Vision Zero Policy(ies): $3,000 - $5,000 per policy | |
| Total requested amount |  |
| Personnel (including staff and benefits or consulting services) |  |
| Travel |  |
| Supplies |  |
| Indirect |  |
| Source and/or amount of additional funds. Attach relevant documentation (e.g., commitment letter). |  |

|  |
| --- |
| Describe your organization’s qualifications and capacity to accomplish and implement the proposed project with regard to resources – internal and/or external to your agency. If applicable, provide examples of previous projects. Does this application serve to help complete or continue a previously initiated project?  Enter text |

You are invited to participate in a web-based conference call at Noon on **May 14, 2020**. GoToWebinar will be used to administer the web conference. To register in advance, [click here](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fattendee.gotowebinar.com%2Fregister%2F2048609371472139276&data=02%7C01%7CCAROLR%40pitt.edu%7C4887e439fa354d660ffd08d7dbf3a0e0%7C9ef9f489e0a04eeb87cc3a526112fd0d%7C1%7C0%7C637219711726039864&sdata=lf6bZWPdp4Ej4617%2BzZ2oJWUgA9aSXpd53Q%2F%2FZK%2BvRc%3D&reserved=0). On the day of the web conference, call: 1 866 901 6455; enter access code 933-067-871#. To view the content, link to: [https://attendee.gotowebinar.com/register/2048609371472139276](https://nam05.safelinks.protection.outlook.com/?url=https%3A%2F%2Fattendee.gotowebinar.com%2Fregister%2F2048609371472139276&data=02%7C01%7CCAROLR%40pitt.edu%7C4887e439fa354d660ffd08d7dbf3a0e0%7C9ef9f489e0a04eeb87cc3a526112fd0d%7C1%7C0%7C637219711726039864&sdata=lf6bZWPdp4Ej4617%2BzZ2oJWUgA9aSXpd53Q%2F%2FZK%2BvRc%3D&reserved=0). Participation in the webinar is optional.

Finally, thank you for your interest in making your community more accessible to active transportation!

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**Appendix F – Metrics Templates for Potential Linear Miles, Connected Destinations and New/Enhanced Destinations**

In accordance with page 4 and Appendix B – Explanation of Terms of the Funding Opportunity Announcement (FOA), grant recipients will be requested to provide information with their final plans/policies and, in subsequent years, to provide similar data as projects are implemented. These forms are draft templates on which grant recipients will be requested to log the *potential* new/improved linear miles of new/improved routes or means of transportation, *potential* destinations that will be connected due to the new or improved routes, and *potential* new and/or enhanced sites as prioritized in their adopted plans or policies.

**Number of potential linear miles**: For each location, grant recipients will be expected to indicate: a) whether the planned new/improved routes are bicycle, pedestrian (sidewalks) or otherwise; and b) the corresponding number of proposed miles. If there will be two new or improved routes at the same location, the location will be listed twice; see examples, below. Add more rows as needed.

|  |  |  |
| --- | --- | --- |
| **Description of Location** | **Type of New/Improved Routes** | **# of Miles** |
| Ex: Main St., between 15th and 20th | Bicycle  Public Transit  Pedestrian  Multi-use path (enhancement)  Other | .8m |
| Ex: Main St., between 15th and 20th | Bicycle  Public Transit  Pedestrian  Multi-use path (enhancement)  Other | .8m |
|  |  |  |
|  |  |  |

**Number of potential connected destinations:**

Grant recipients will be requested to reflect connected destinations – i.e., destinations that shall will be connected as a result of the new/improved routes, above. The connected destinationsrefer to desirable, useful, and attractive places that people need to or want to go and could feasibly travel by walking, bicycling, or taking public transit for at least part of their trip. Examples include, though are not limited to: home, work, school, childcare, friend or family member’s home, grocery store, restaurant, café or bar, mall or retail center, transit station, place of worship, bank or ATM, gym or health club, senior center or community center, park, playground, trail, library, museum, arts center, doctor’s office and pharmacy. Add more rows as needed.

|  |  |
| --- | --- |
| **Type of New/Improved Routes**  **(i.e., means to connect)** | **Potential Connected Destinations** |
| Bicycle  Public Transit  Pedestrian  Multi-use path (enhancement)  Other | Ex: Sunnyside School to ABC Park |
| Bicycle  Public Transit  Pedestrian  Multi-use path (enhancement)  Other | Ex: Applewood Apartment Complex to CVS at Locust and 10th Streets |
|  |  |
|  |  |

**Number of potential new or enhanced sites:** For each location, grant recipients will be expected to indicate what type of site is being created or enhanced. Sites include, though are not limited to: parks, playgrounds, commercial centers, mixed-use buildings, farmers’ markets, and community centers. Again, Appendix B provides definitions of all terms. Add more rows as needed.

|  |  |
| --- | --- |
| **Description of Location** | **Potential New/Enhanced Sites** |
| Ex: Elm Street | **New** park with paths and a playground |
| Ex: Main St., between 15th and 20th | **New/updated** playground equipment added to ABC Park |
|  |  |
|  |  |
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Final Note: The above are drafts of forms that are likely to be utilized – i.e., required as part of the final plan/policy. Similar reporting will be requested for the two-years, post grant award.

Revised: 03.02.20

1. <https://www.cdc.gov/nchs/data/hestat/obesity_adult_15_16/obesity_adult_15_16.htm> [↑](#endnote-ref-2)
2. <https://www.cdc.gov/nchs/data/databriefs/db288.pdf> [↑](#endnote-ref-3)
3. <https://www.cdc.gov/obesity/data/prevalence-maps.html> [↑](#endnote-ref-4)
4. <https://www.health.pa.gov/topics/Documents/SHIP/2015-2020_PA_SHIP_OPIN.pdf> [↑](#endnote-ref-5)
5. <https://nccd.cdc.gov/dnpao_dtm/rdPage.aspx?rdReport=DNPAO_DTM.ExploreByLocation&rdRequestForwarding=Form> [↑](#endnote-ref-6)
6. <https://nccd.cdc.gov/dnpao_dtm/rdPage.aspx?rdReport=DNPAO_DTM.ExploreByLocation&rdRequestForwarding=Form> [↑](#endnote-ref-7)
7. <https://nccd.cdc.gov/dnpao_dtm/rdPage.aspx?rdReport=DNPAO_DTM.ExploreByLocation&rdRequestForwarding=Form> [↑](#endnote-ref-8)
8. University of Wisconsin Population Health Institute. County Health Rankings State Report 2019. [↑](#endnote-ref-9)
9. <https://www.cdc.gov/physicalactivity/community-strategies/beactive/index.html>

   Rev. January 2020 [↑](#endnote-ref-10)