

Applicant		
Institute Complete Streets – 10 Points 15 Points	Comments	
Requesting 10-Points		
Have formally adopted a policy and awarded Adopt a Complete Street Policy SJ Action points. <i>(Adopt Complete Streets is a prerequisite however, both Adopt and Institute actions can be completed and submitted simultaneously.)</i>	<input type="checkbox"/>	
Description of Implementation (300-word narrative).	<input type="checkbox"/>	
Build and Identify Complete Street Team; Provide name(s) and contact information for lead person, agency, or committee members.	<input type="checkbox"/>	
Evidence for the Institute Complete Streets community meeting or workshop hosted by Complete Streets Team. <i>(attendance list, meeting summary)</i>	<input type="checkbox"/>	
Inventory of planning and design documents in need of update. <i>(list of documents to be updated with anticipated timeline for completion)</i>	<input type="checkbox"/>	
Documentation that Complete Street Checklist(s) were adopted by municipal body.	<input type="checkbox"/>	
Narrative describing how CS Checklist(s) are used in the planning, design, engineering, construction, maintenance & operations stages including how exemptions are given and who makes the determination(s).	<input type="checkbox"/>	
Training Documentation; Minimum of <i>one member of the Complete Street Team must attend a training of minimum 1.5 hours. (event title, date, time, location)</i>	<input type="checkbox"/>	
Requesting 15-Points		
All of the above requirements, plus...	<input type="checkbox"/>	
Description of Pilot Complete Street Project(s), including pictures and explanation about how it advances the Complete Streets policy. <i>(Eligible projects must have been completed within three years prior to the submission of the action.)</i>	<input type="checkbox"/>	

Reviewed by: _____

Date: _____



**NEW JERSEY
Safe Routes**

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Edward J. Bloustein School
of Planning and Public Policy

