

Funding for NJ Pedestrian/Bicycle Infrastructure Projects 2018



Grant Training Agenda

- Welcome
- Overview of Federal Aid Programs
- Safe Routes to School (SRTS)
- Review of the SRTS Application
- Transportation Alternatives (TA) Set-Aside Program
- Review of the TA Set-Aside Application
- Grant & Technical Assistance Resources
- Grant Tips & Strategies
- Q & As

Grant Funding Opportunities

State Funding Programs

Municipal Aid

County Aid

Local Bridges

Safe Streets to Transit

Transit Village

Bikeways

Local Aid Infrastructure
Fund

Safe Corridors Highway
Safety Funds

Federal Funding Programs

Local Lead

**Transportation Alternatives (TA)
Set-Aside Program**

Safe Routes to School (SRTS)

Local Safety/High Risk Rural
Roads Program

Emergency Relief

High Priority Projects

Transportation and Community
System Preservation

Federal Aid Programs

SAFETEA-LU: Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users

- 2005-2009 with extensions from 2010-2012
- Establishes the Safe Routes to School Program

MAP-21: Moving Ahead for Progress in the 21st Century

- 2013-2014
- Combines Safe Routes to School, Transportation Enhancements and Recreational Trails
- 80/20 Match (covered by NJDOT)



FAST Act: Fixing America's Surface Transportation

- 2015-2018
- Eligible funds are mostly the same with a few exceptions

New Jersey's Grant Funds

NJ Department of Transportation
and 4 regional Local Aid offices



Metropolitan Planning Organizations (MPOs):

- 50% of NJ's TA Set-Aside funds are sub-allocated based on population – through NJ's MPOs



NJ Federal Funding

2016 Federal Funding

Program	# of Applications	Requested Amount	# of Grants	Programmed Amount
Safe Routes to School	99	\$34.6 M	17	\$5.59 M
Transportation Alternatives	133	\$100.9 M	37	\$26.1 M

2018 Federal Funding

- Safe Routes to School - \$5.59 million programmed in FY 2018
- Transportation Alternatives - \$14.1 million programmed in FY 2018

Grant Application Deadline

**Grant Applications for both SRTS and
TA Set-Aside Program are due**

**August 23, 2018
11:59PM**

Safe Routes to School (SRTS)

Who is eligible to apply?

- Municipalities and Counties
- School districts and schools
- One application only

What projects are eligible?

- Projects to encourage and enable children in grades K-8 to walk and bicycle to school
- Must be within 2 miles of a K-8 school
- Infrastructure projects only
- Construction only
- Design assistance is available for eligible communities



Safe Routes to School (SRTS)

Required Criteria:

- Within 2 miles of a K-8 school
- Support from school board AND municipality
- Potential to improve safety
- Potential to increase students walking or biking to school
- Student Arrival and Departure Travel Mode Tallies for all grades of the school (**between January 2016 and July 2018**).



Safe Routes to School (SRTS)

Extra consideration given:

- Connects to existing bike or pedestrian networks
- Ongoing activities to promote walking and biking
- Participation in NJ SRTS Program
- RR crossings or highway ramps will be fixed
- Performance measures
- Construction-ready projects
- Supporting documentation such as crash records, speed surveys, survey results, photos, maps, etc.



Safe Routes to School

Extra points for:

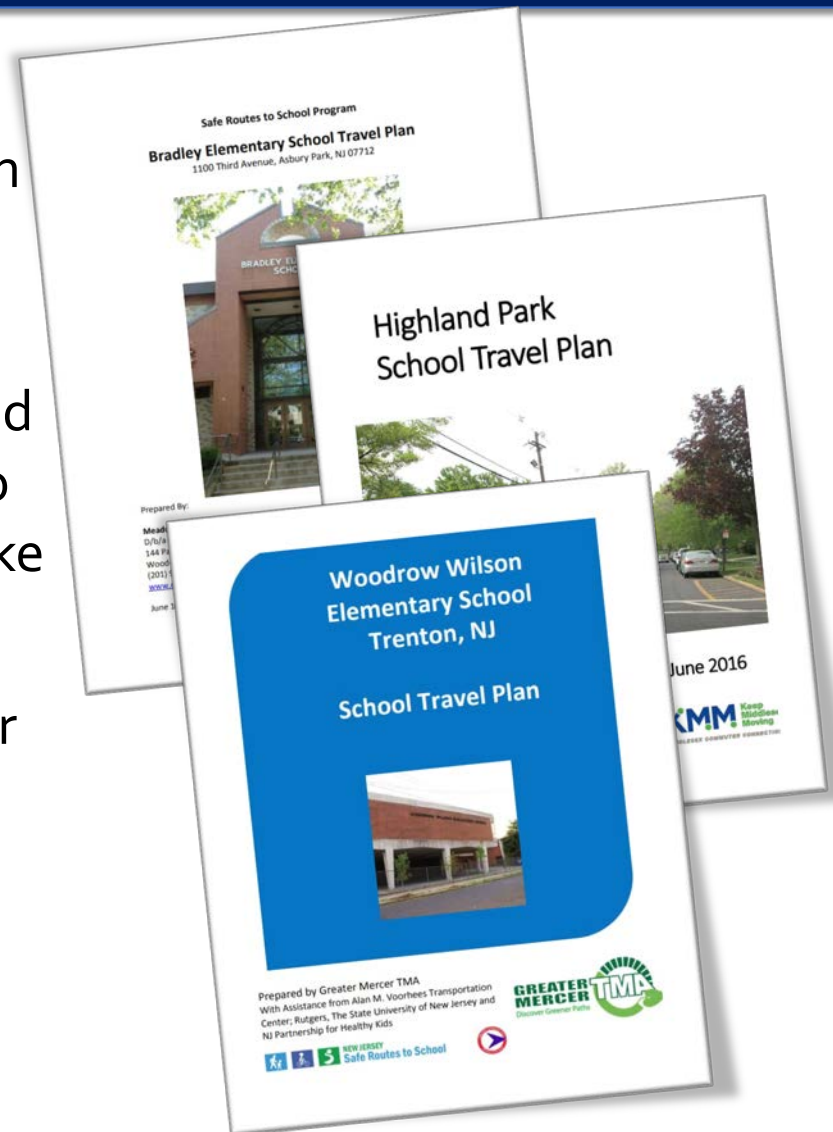
- Urban Aid and Schools Development Authority Communities
- Complete Streets Policy
- School Wellness Policy that includes supportive walking and bicycling to school language
- Demonstrating commitment – Bronze, Silver, Gold NJ SRTS Recognition Program
- Project is included in a School Travel Plan



School Travel Plans

What is a School Travel Plan?

- “Maps out” how to improve pedestrian and bicycle travel to and from school.
- Identifies: where students currently walk, where students walk if they could and what changes need to be made so that students can and will walk and bike to school.
- Proposes both short term solutions for immediate action and long term that require further planning.
- School Travel Plans must be current -- within 5 years



Safe Routes to School

NJDOT wants to see:

- Partnerships/Agreements
- Comprehensive Approach



SRTS Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

1. Resolutions/Letters of Support

- Resolutions must be signed and passed within ONE year prior to the solicitation date.
- Must refer to the project applying for funds.
- Include letters of support from owner of public right-of-way (e.g. county) **AND** Board of Education/School Board.
- If project is on a state road, contact the Office of Bike Ped Programs at NJDOT.

SRTS Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

2. Maintenance Commitment

- Applicant must certify continual ownership and maintenance of the project.
- Letter/resolution must be signed and dated within ONE year prior to the solicitation date.

SRTS Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

3. Responsible Charge

- Provide name, title and employer of the person who will be in charge of the project.
- Must be a full-time employee.
- Cannot be a consultant.

SRTS Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

4. Distance to School(s)

- Project must be within TWO miles of a K-8 school(s).
- Include a map showing locations of the project and school(s) affected by the project, showing the distance between each.
- Google map tutorial on saferoutesnj.org/funding

SRTS Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

5. SRTS Student Arrival and Departure Tallies

- Tallies track how children get to and from school, including the # of students walking and biking to and from school and results provide baseline information.
- Tallies from each affected school must be completed **between January 2016 and July 31, 2018.**
- Tallies from each grade level of the school.
- Attach tabulated summaries of tallies or confirmation from the NJ SRTS Resource Center that tallies were submitted.

Student Arrival and Departure Tallies

Safe Routes to School Students Arrival and Departure Tally Sheet

+ CAPITAL LETTERS ONLY – BLUE OR BLACK INK ONLY +											
School Name:				Teacher's First Name:				Teacher's Last Name:			
Grade: (PK,K,1,2,3...)		Monday's Date (Week count was conducted)				Number of Students Enrolled in Class:					
<div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>		<div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>				<div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div> <div style="border: 1px solid black; width: 20px; height: 20px; display: inline-block;"></div>					
0 2		M M D D Y Y Y Y				1 5					
<ul style="list-style-type: none"> • Please conduct these counts on two of the following three days Tuesday, Wednesday, or Thursday. (Three days would provide better data if counted) • Please do not conduct these counts on Mondays or Fridays. • Before asking your students to raise their hands, please read through all possible answer choices so they will know their choices. Each Student may only answer once. • Ask your students as a group the question "How did you arrive at school today?" • Then, reread each answer choice and record the number of students that raised their hands for each. Place just one character or number in each box. • Follow the same procedure for the question "How do you plan to leave for home after school?" • You can conduct the counts once per day but during the count please ask students both the school arrival and departure questions. • Please conduct this count regardless of weather conditions (i.e., ask these questions on rainy days, too). 											
Step 1. Fill in the weather conditions and number of students in each class				Step 2. AM – "How did you arrive at school today?" Record the number of hands for each answer. PM – "How do you plan to leave for home after school?" Record the number of hands for each answer.							
Key	Weather	Student Tally	Walk	Bike	School Bus	Family Vehicle	Carpool	Transit	Other		
S= sunny R= rainy O=overcast SN=snow		Number in class when count made	-	-	-	Only with Children from your family	Riding with children from other families	City bus, subway, etc.	Skate-board, scooter, etc.		
Sample AM	S N	2 0	2	3	8	3		3	1		
Sample PM	R	1 9	3	3	8	1	2	2			
Tues. AM											
Tues. PM											
Wed. AM											
Wed. PM											
Thurs. AM											
Thurs. PM											
Please list any disruptions to these counts or any unusual travel conditions to/from the school on the days of the tally.											



Check out our video!

saferoutesnj.org/safe-routes-to-school-grants

SRTS Grant Application

Application must include:

- Type of improvement:

Infrastructure/Engineering		Popular Project Types
<input type="checkbox"/>	Bikeways	On-Street Bike Lanes, Off-Road Bike Paths, Bike Route, Bicycle Parking
<input type="checkbox"/>	Pedestrian Safety	Sidewalks, ADA Curb Ramps, Crosswalks, Pedestrian Crossing Signs, Pedestrian Push-buttons/Signal Heads
<input type="checkbox"/>	Pedestrian Safety/Bikeways	School Zone Delineation, Driver Feedback Signs, Traffic Calming, etc.

- Project Information:
 - Project Title (100 Characters)
 - County
 - Municipality

SRTS Grant Application - Sections

School Information (K-8):

- School name, address, zip, school district
- Complete for each school included in the project



School Designated Lead Coordinator:

- Contact name, Title, Organization, Phone #, Email
- Complete for each school included in the project

Is the school part of a shared school district?(Y/N)

✓ If yes, identify additional municipalities

SRTS Grant Application - Sections

School Information continued:

- Grade levels at each school
- Student Population
- Number or percentage of students who currently:
 - Walk to School
 - Bike to School
 - Ride the Bus
 - Drop off/other
- Number of students living within 2 miles of the school
- Number of additional students expected to walk/bike to school because of the project
- Is courtesy/hazard busing provided? (Y/N)
- Is school district a Schools Development Authority district? (Y/N)
- Is school located in an Urban Aid Community? (Y/N)



SRTS Grant Application - Sections

Demonstrated Commitment :

- Has the municipality and/or school been recognized at least at the Bronze level in the NJ SRTS Program for the past two years? (Y/N)
 - ✓ If yes, attach recognition certificate or press release. List on saferoutesnj.org
- Has the need for the project been identified in a School Travel Plan within the last 5 years? (Y/N)
 - ✓ If yes, attach plan and indicate relevant pages
- Does the school(s) have a written policy supporting walking and bicycling to school? (Y/N)
 - ✓ If yes, attach policy and/or handbook and indicate relevant pages
- Has the school district adopted a School Wellness Policy that supports walking and bicycling to school? (Y/N)
 - ✓ If yes, attach policy and indicate relevant pages

SRTS Grant Application - Sections

Demonstrated Commitment (continued):

- Has the municipality adopted a Complete Streets policy? (Y/N)
 - ✓ If yes, attach the policy
- Have they initiated or participated in any programs to encourage or support walking and bicycling to school? (Y/N)
 - ✓ If yes, provide a description and date:(2,500 characters)
 - Emphasize recently implemented programs (2 years)
 - Describe programs clearly (e.g. walk to school day, bike rodeo)
- Have they planned or plan to make physical improvements to encourage or support walking and bicycling to school? (Y/N)
 - ✓ If yes, provide a description and date:(2,500 characters)
 - Emphasize recently implemented improvements (e.g. sidewalks, bike racks)
- Does the project connect to a regional bike or pedestrian network? (Y/N)
 - ✓ If yes, attach and show on a map

SRTS Grant Application - Sections

Problem Statement : (2,500 characters -character limit includes spaces)

- Describe the obstacles (physical or other) to walking or bicycling to school (2,500 characters).
- Describe the current hazards facing children who walk or bike to school (2,500 characters).
 - Reference supporting documentation such as:
 - maps, history of traffic problems
 - accident reports, traffic counts
 - speed surveys
 - health statistics
 - crime reports
 - photographs of deficiencies
 - walkability audits
 - census information and survey results

SRTS Grant Application - Sections

Problem Documentation:

- Attach a location map showing up to a two-mile radius of the school(s).
Label the school site(s) and problem areas.
- Attach up to ten photographs of problem areas.
- Attach additional files providing evidence of the problem (up to 10 files)
 - crash data
 - accident reports
 - maps
 - survey results
 - health statistics
 - crime statistics or reports
 - speed surveys
 - walkability audits
 - census information, etc.

SRTS Grant Application - Sections

Project Proposal:

- Project limits (From and To)
- Summarize the project (2,500 characters)
 - Indicate schools that benefit
 - Discuss how many children will benefit whether it targets one neighborhood or the entire school community.
- Explain how the project will create a safe walking and/or bicycling environment (2,500 characters)
- Explain how the project will enable and encourage more children to walk or bike to school (2,500 characters)
- Distance from school(s) (must be within 2 miles):
- Upload and show on a map the proposed infrastructure improvements, school location(s), and walking and bicycling routes. Indicate whether the project is on a walking/biking route to school and illustrate the relationship between the project and the school.

SRTS Grant Application - Sections

Schedule:

Attach a project schedule from start to finish in a table or list.

- Indicate progress milestones:
 - Easement acquisitions
 - ROW permits
 - Utility relocation
 - Environmental and historical preservation approvals
 - Bid
 - Advertise
 - Award
 - Start of construction
- Indicate by number of months from written authorization through project completion and evaluation of results

SRTS Grant Application - Sections

Schedule (continued):

- Is utility or road work planned within the project limits over the next five years? (Y/N)
- Does the project require utility relocation? (Y/N)
 - ✓If yes, please explain (500 characters)
- Are permits required? (Y/N)
 - ✓If yes, please explain (500 characters)
- Is the purchase of right-of-way required before start of construction? (Y/N)
 - ✓If yes, please explain (500 characters)

SRTS Grant Application - Sections

Schedule (continued):

- Does the project intersect a state highway? (Y/N)
 - ✓ If yes, which highway(s) (500 characters)
 - ✓ If yes, is the intersection signalized (Y/N)
- Is there a railroad crossing or highway ramp within the project limits or within 100 feet of the project limits? (Y/N)
- Is there a railroad crossing or highway ramp that will be improved as part of the project? (Y/N)
 - ✓ If yes, please explain (500 characters)
- Will the construction impact traffic at a railroad crossing outside project limits? (Y/N)

SRTS Grant Application - Sections

Cost Estimate:

- Funds for infrastructure/engineering projects in 2 categories:
 - Design (School Development Authority School Districts and Urban Aid Communities ONLY)/Construction
 - Construction
- If **Construction**, provide length of proposed improvement:
 - Bikeway (miles)
 - Pedestrian (miles)
 - Include **FULL-TIME** construction inspection cost (if applicable)
- If **Design (if applicable) and Construction**, provide:
 - Design and construction cost and attach detailed cost estimate
 - Total Project Cost
 - Total Amount Requested



SRTS Grant Application - Sections

Partnership and Public Outreach:

- Attach up to 5 letters of support community organizations, citizens, resident groups, and any and all interested parties.
 - All letters of support must be addressed to the applicant, NOT the NJ Department of Transportation.
 - Letters must be dated within ONE year of the solicitation date.



SRTS Grant Application - Sections

Evaluation:

- Describe how the results of the project will be measured.
 - Describe how the safety and/or health benefits of the project will be measured (2500 characters)
 - For example:
 - Increase in the number of children walking or bicycling to school
 - Changes in parent/student perception of safety (survey)
 - Increased awareness of safe walking and bicycling behaviors
 - Increased awareness of safe driving behaviors
 - Reduction in speed limit violations
 - Reductions in failure to stop for pedestrians
 - Reduction in crashes involving bicyclists/pedestrians
 - Decrease in motor vehicle traffic around arrival/dismissal
 - Improvement in crime statistics around the school
 - Improvement in health statistics for school children



Transportation Alternatives (TA) Set-Aside

What is TA Set-Aside?

- Community-based projects
- Transportation projects (land & water)
 - Expands travel choice
 - Strengthens local economy
 - Improve quality of life
 - Protect the environment



Transportation Alternatives (TA) Set-Aside

Who is eligible to apply?

- Local Governments
- School districts or schools
- Non profits are eligible under FAST Act
- Regional Transportation Authorities
- Transit Agencies
- Natural resource or public land agencies
- Tribal Governments
- Any other local or regional governmental entity with responsibility for oversight of transportation (other than an MPO or State Agency)



Transportation Alternatives (TA) Set-Aside

What is **NOT** included in TA Set-Aside?

Four previously eligible activities are **NOT** included under the FAST Act:

1. Pedestrian and bicycle safety and education programs
2. Acquisition of scenic or historic easements and sites
3. Scenic or historic highway programs including tourist and welcome centers
4. Establishment of transportation museums



Transportation Alternatives (TA) Set-Aside

The Recreational Trails Program is NOT included in TA Set-Aside

The Recreational Trails Program is managed by the NJ Department of Environmental Protection (NJDEP).

Applications are managed and accepted through the NJDEP.



Transportation Alternatives (TA) Set-Aside

7 Eligible Categories :

1. Design and construction of on-road and off-road trails facilities for pedestrians, bicyclists and other non-motorized transportation users (include length of the proposed facility in miles)
2. Conversion and use of abandoned RR corridors for trails for pedestrians, bicyclists and other non-motorized transportation users
3. Construction of scenic turnouts, overlooks and viewing areas
4. Historic preservation and rehabilitation of historic transportation facilities



Transportation Alternatives (TA) Set-Aside

7 Eligible Categories (continued):

5. Community improvement activities specifically streetscaping and corridor landscaping
6. Environmental mitigation to address stormwater management, control, water pollution prevention or abatement due to highway runoff
7. Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.



Transportation Alternatives (TA) Set-Aside

Selection Criteria:

- Economic and/or tourism benefits
- Promotes the use of non-motorized (active) transportation
- Benefits quality of life, the community or the environment



Transportation Alternatives (TA) Set-Aside

Selection Criteria (continued):

- Part of a larger transportation, land use or economic development plan.
- Enhances, preserves or protects historical resources.
- Urgency. Is it possible the resource could be lost?



Transportation Alternatives (TA) Set-Aside

Extra points & consideration for:

- Designated Centers
- Transit Villages
- Complete Streets policies
- Construction-ready



TA Set-Aside Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

1. Resolutions/Letters of Support

- Resolutions must be signed and passed within ONE year prior to the solicitation date.
- Must refer to the project
- Include letters of support from owner of public right-of-way (e.g. county).
- If project is on a state road, contact the Office of Bike Ped Programs at NJDOT.

TA Set-Aside Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

2. Maintenance Commitment

- Applicant must certify continual ownership and maintenance of the project.
- If applicant does not have jurisdiction over the ROW, then signed letter/resolution must be provided from that party.
- Letter/resolution must be dated within ONE year prior to the solicitation date and signed.
- Letter must be addressed to the applicant

TA Set-Aside Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

3. Responsible Charge

- Provide name, title and employer of the person who will be in charge of the project.
- Must be a full-time employee.
- Cannot be a consultant.

TA Set-Aside Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

4. Project must relate to surface transportation

- Surface transportation includes both by land and water.
- Transport by water encompasses features such as canals, docks, piers, connecting to ferry operations, etc.

TA Set-Aside Grant Application

FIVE Program Requirements

If any of the following five requirements are NOT included, projects will be considered ineligible.

5. Project must be one of the 7 eligible activities

1. Design and construction of on-road and off-road trails facilities for pedestrians, bicyclists and other non-motorized transportation users (include length of the proposed facility in miles)
2. Conversion and use of abandoned RR corridors for trails for pedestrians, bicyclists and other non-motorized transportation users
3. Construction of scenic turnouts, overlooks and viewing areas
4. Historic preservation and rehabilitation of historic transportation facilities
5. Community improvement activities specifically streetscaping and corridor landscaping
6. Environmental mitigation to address stormwater management, control, water pollution prevention or abatement due to highway runoff
7. Reduce vehicle –caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

TA Set-Aside Grant Application

Pick one of the 7 eligible activities – However, include other applicable categories in project narrative.

1. Design and construction of on-road and off-road trails facilities for pedestrians, bicyclists and other non-motorized transportation users (include length of the proposed facility in miles)
2. Conversion and use of abandoned RR corridors for trails for pedestrians, bicyclists and other non-motorized transportation users
3. Construction of scenic turnouts, overlooks and viewing areas
4. Historic preservation and rehabilitation of historic transportation facilities
5. Community improvement activities specifically streetscaping and corridor landscaping
6. Environmental mitigation to address stormwater management, control, water pollution prevention or abatement due to highway runoff
7. Reduce vehicle –caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

TA Set-Aside Grant Application- Sections

- Type of improvement:

Infrastructure/Engineering		Popular Project Types
<input type="checkbox"/>	Bikeways	New bikeways, off-road bike paths, bike lanes, bike compatible roadways
<input type="checkbox"/>	Pedestrian Safety	New sidewalks, ADA curb ramps, traffic calming, pedestrian overpass
<input type="checkbox"/>	Quality of Life	Beautification, environmental mitigation, economic development, historic preservation

- Project Information:
 - Project Title (100 Characters)
 - County
 - Municipality

TA Set-Aside Grant Application- Sections

Applicant (Local Public Agency) Information:

- Name, address, zip, phone, email address, Federal Tax ID,
- Contact Information for: Mayor, Clerk, Municipal Engineer, County Engineer, County Executive/Freeholder, Non-profit, Government Organization

Project Proposal (character limit includes spaces):

- Provide detailed description of project (up to 4,500 characters)
- Attach maps/plans/images of the location of the project (up to 10 files)
- Project Location (from/to)

Will the project affect user modes of transportation?(Y/N)

- ✓ If yes, explain how it connects community or regional activity centers such as business, schools, employment, shopping, recreations, etc. and utilizes existing infrastructure to promote the use of non-automotive modes through new facilities or improvement of existing ones (up to 1000 characters).

TA Set-Aside Grant Application- Sections

Project Proposal (continued):

- Explain how the project supports community or regional benefits (quality of life, environment, links to other transportation modes, increases access to community centers) and visibility or impact on surrounding locations (1,500 characters)
- Explain if the project addresses safety and public health benefits (1,000 characters)
- Explain if the project is part of a state, regional or municipal transportation, land use or economic development plan (1,000 characters):
- Explain if the project is located in one of the following designated areas: Complete Streets, Transit Village and/or Urban Aid Community (1,000 characters).

TA Set-Aside Grant Application- Sections

Project Proposal (continued):

- Explain if the project provides value as a Environmental Mitigation or Enhancement (1,000 characters)
- Explain if the project will be taking any ROW or easements from environmentally sensitive parcels (1,000 characters)
- Explain if the project is requires environmental permits or approvals (1,000 characters):
- Explain if the project has any supplemental funds (1,000 characters).

TA Set-Aside Grant Application- Sections

Schedule:

Attach a project schedule from start to finish in a table or list.

- Indicate progress milestones:
 - Easement acquisitions
 - ROW permits
 - Utility relocation
 - Environmental and historical preservation approvals
 - Bid
 - Advertise
 - Award
 - Start of construction
- Indicate by number of months from written authorization through project completion and evaluation of results

TA Set-Aside Grant Application- Sections

Schedule:

- Indicate who will maintain the facility.
- Does the project require utility relocation? (Y/N)
 - ✓If yes, please explain (500 characters)
- Are permits required? (Y/N)
 - ✓If yes, please explain (500 characters)
- Is the purchase of right-of-way required for construction? (Y/N)
 - ✓If yes, please explain (500 characters)
- Does the project intersect a state highway? (Y/N)
 - ✓If yes, indicate which highway(s)
 - ✓If yes, is the intersection signalized? (Y/N)

TA Set-Aside Grant Application-Sections

Schedule (continued):

- Is there a railroad crossing or highway ramp within the project limits? (Y/N)
 - ✓ If yes, please explain (500 characters)
- Will the construction impact traffic at a railroad crossing outside of the project limits? (Y/N)

TA Set-Aside Grant Application- Sections

Cost Estimate:

- Identify the phase of work for the project (*check all that apply*):
 - Design
 - Right of Way
 - Construction
- If **Construction**, attach detailed cost estimate:
 - Materials costs
 - Tasks needed to complete project
 - Include **FULL-TIME** construction inspection cost
- If **Design**, provide design engineering cost.
- If **Right of Way**, provide cost.
- Total Project Cost
- Total Amount Requested



TA Set-Aside Grant Application- Sections

Partnership and Public Outreach:

- Attach up to 5 letters of support community organizations, citizens, resident groups, and any and all interested parties.
 - All letters of support must be addressed to the applicant, NOT the NJ Department of Transportation and signed and dated within one year of the solicitation date.



Authorization of Federal Aid Funds

- Funds are provided on a reimbursement basis.
- Costs incurred prior to authorization of funds are NOT eligible for reimbursement.
- Project must receive authorization within 2 years of notification of project selection.
- NJDOT serves as the pass-through.
 - As the direct recipient of federal funds, NJDOT is responsible for ensuring project sponsors comply with applicable federal laws and regulations.
 - NJDOT is responsible for ensuring project sponsors have adequate project delivery systems and internal financial controls to manage federal funds.



System for Administering Grants Electronically (SAGE) – upgrade to new system

The look and feel is different!



Welcome to the State of New Jersey System for Administering Grants Electronically (SAGE)

This is the State of New Jersey's grant management system. This system requires authorization for access. If you do not have a username and password please click the **New User** link to request access to the site.

NOTE: Counties and municipalities are already established SAGE user agencies. New user access is established by your agency's officials in [DCA SAGE](#).

ATTENTION: Users for the New Jersey Department of Transportation and Division of Highway Traffic Safety must navigate to njsagelegacy.intelligrants.com to manage and apply for grant opportunities. Users for the New Jersey Department of Education should also use the link to access their FY13-15 IDEA and FY14-15 Perkins applications.

Login

Username

Password

[New User](#)

[Forgot Username/Password?](#)

SAGE Upgrade to IG16 System



- On March 26th 2018, the SAGE system was upgraded to newest version of intelligrants software : IG16
- **Update your SAGE bookmarks!**
- You can access the new SAGE from Local Aid Website:
www.state.nj.us/transportation/business/localaid/sage.shtm
or
njsage.intelligrants.com

SAGE upgrade to IG16 System



- Local Aid Technology Solutions group hosted 3 webinar sessions for grantee training. Total 389 grantees attended the training.
- The training session provided guidance for how to navigate in the upgraded system and how to submit a sample grant application.
- The training session videos are available in SAGE under the "Training Materials" link.
- **Questions?** Email us at : DOT-LocalAid.TechSolutions@dot.nj.gov or call: **609-530-3640**

Design Assistance Program

Program Highlights

- 2012, 2014 and 2016 SRTS/TE/TAP grant recipients are eligible
- NJDOT pool of consultants
- Use of consultant pool is not mandatory
 - LPA must follow quality based selection process to be eligible for federal aid design funds if a consultant from the pool is not used
 - Disciplines limited to highway and traffic engineering

Design Assistance Program

Program Highlights

- Local Public Agency (LPA) enters into agreement directly with consultant
- LPA monitors consultant's work, and evaluates performance at contract completion
- For TA Set-Aside, NJDOT provides funds on a reimbursement basis

Design Assistance Program

Consultant Selection & Negotiation

- LPA selects a design consultant from the pool
- LPA contacts NJDOT to schedule initial meeting
- NJDOT, LPA and consultant develop SOW based on grant application
- NJDOT prepares independent cost estimate
- Consultant prepares and submits fee proposal and certified payroll roster to the NJDOT and LPA
- LPA and NJDOT negotiates final proposal with consultant
- NJDOT authorizes federal-aid funds for design

Design Assistance Program

Benefits

- Simplified procurement process
- Shortened time and reduced costs
- Improved quality and performance
- Quicker review times
- Improved compliance with Federal and State procurement requirements

One-on-One Application Meetings

- Applies to both SRTS and TA Set-Aside Programs.
- One-on-One Meeting with NDOT District Staff and MPO Representative to review draft application and materials.
- Goal: Provide direct assistance to applicants in developing better and stronger applications.
- Applicant must be a representative of the Local Public Agency NOT a consultant.
- Meetings will be 45 minutes in length at Local Aid District office.
- Meetings will be held from **June 11-29, 2018**.
- Contact your representative district office to schedule a meeting.
- This is NOT a mandatory requirement.

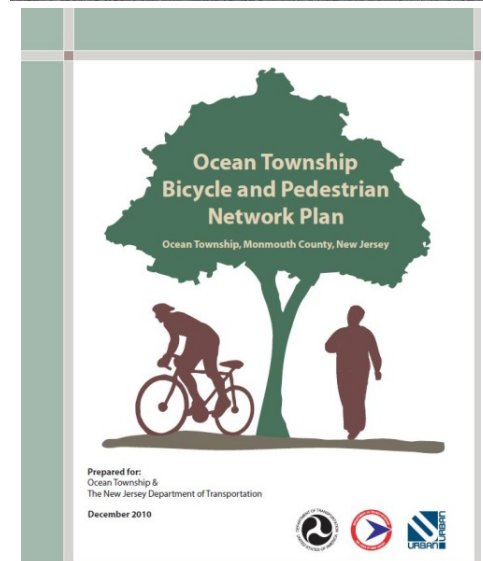


Local Technical Assistance Programs

Bike/Pedestrian Planning Assistance

- Plans in 100+ towns
- On-call consultants for variety of projects: bicycle and pedestrian circulation studies, pedestrian safety assessments, trail feasibility studies, bikeway plans, crosswalk improvement plans, etc.

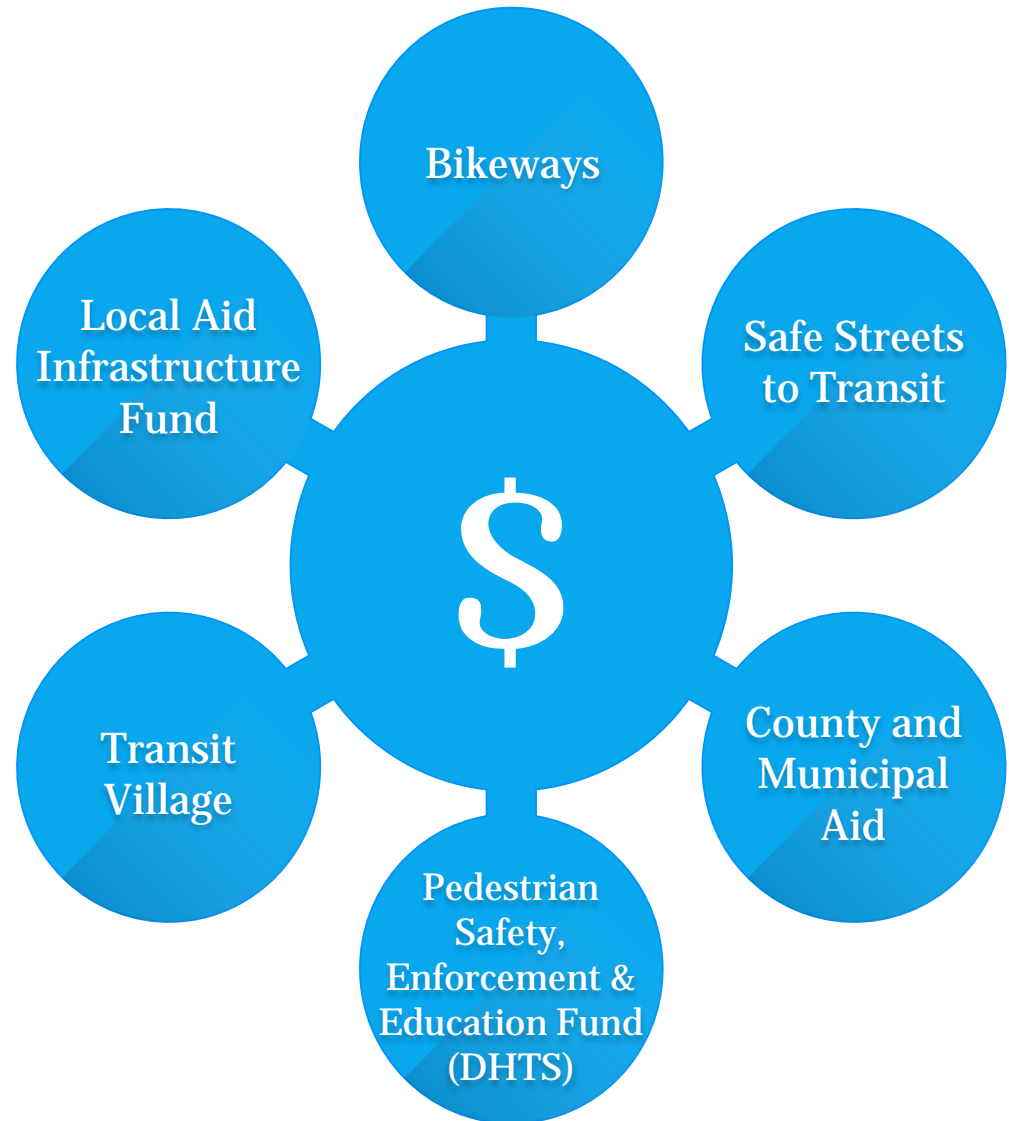
PARSONS
BRINCKERHOFF



Funding Opportunities

State Funded Programs:

- + Extra point given to towns with a Complete Streets policy



Grant Application Strategies

- Apply for multiple grant programs if appropriate
- Review NJDOT guidance material
- Be thorough. Rating is based on the content of the application. NJDOT field checks locations.
- Include all required information: resolutions/letters of support, maintenance commitments, responsible charge, etc.
- Signed and dated resolutions/letters must be provided by ALL affected parties (town council AND school board AND county if applicable). Letters addressed to applicant NOT to NJDOT.

Frequently Asked Questions (FAQ's)

How do I see an opportunity to create a new application?

Applicants will see the opportunity to create a new application if they have a valid username and password and are part of an eligible organization with the role of either Authorized Official or Agency Administrator. If you are a consultant or have the role of Agency Staff for an eligible organization you must be added to the specific application after it is created by an Agency Administrator or Authorized Official.

I can not attach a file to my application form?

The file size must be less than 4 MB (each file). NJDOT SAGE will accept most file formats (including bmp, doc, gif, jpg, pdf, png, ppt, tiff, txt, wpd and xls). To attach a file click the browse button on the application form. Navigate to the folder where the file exists on your system and then click the "open" button. After the file name appears on the form, click the "SAVE" button. In order for SAGE to operate efficiently, a maximum file size of 4 MB is allowed. You may have to change file format or type in order to reduce the size of your file to less than 4 MB for the file attachment to be successful.

Also, the 2007 Microsoft Office files which have 4 character file extensions ending with an "x" are not yet directly compatible for uploading to NJDOT SAGE. If you want to attach a 2007 Microsoft Office file (docx, xlsx, etc.) you should first save the file to an earlier version. This can be accomplished by selecting "File" ... "Save As" ... and then selecting the type that is 1997-2003 compatible.

Why do I sometimes go back to the login page after clicking "SAVE"?

Most website applications have a server time-out that will be implemented if the page is not refreshed within a certain amount of time. The server time-out function for NJDOT SAGE is about 10 minutes. If you have not saved or moved off a particular page in an application and it is approaching the 10 minutes duration, you should click "SAVE" and then continue filling out the page and click "SAVE" again when it is complete.

Can a word document (narrative or a paragraph) be copied and pasted into SAGE?

Yes, just use the copy and paste function and it should work fine keeping in mind the allowable # of characters for each field in SAGE, if you still get an error message try copying and pasting small portions of the document at a time. If you are copying and pasting from different sources, you should check the formatting when finished to limit the amount of blank space between paragraphs and the use of bullets for lists (use numbers). This will aid proper output of your PDF for printing.

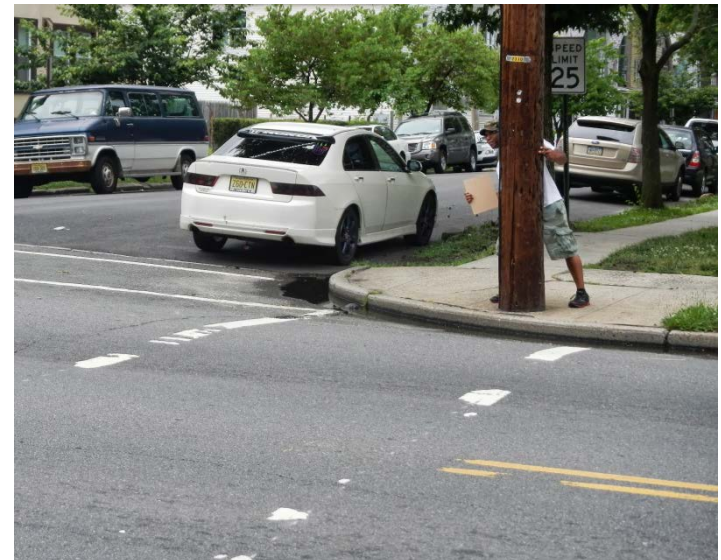
Review NJDOT Guidance Material

Grant Application Strategies

- Identify Responsible Charge of the project:
 - Must be a full-time employee.
 - Cannot be a consultant.
- Don't assume raters know the project. Application must stand on its own.
- Indicate construction readiness. Discuss status of permits, right-of-way, and utility relocations.
- Include plenty of photos identifying issues and add scale to them.
- Include all costs of the project, including construction inspection and indicate any additional funding sources. Ensure costs are current and comprehensive.

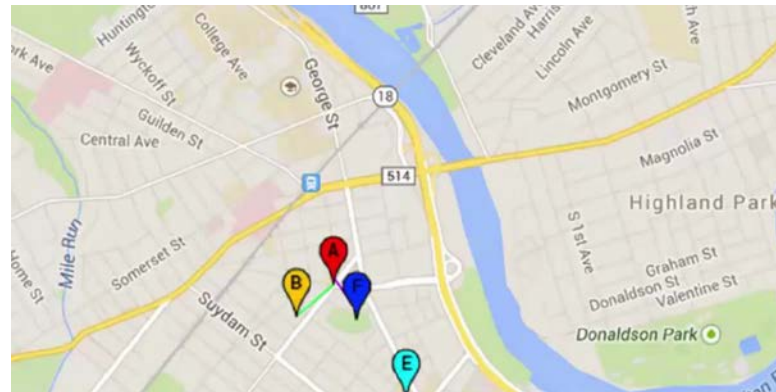


Make sure pictures adequately show the issues

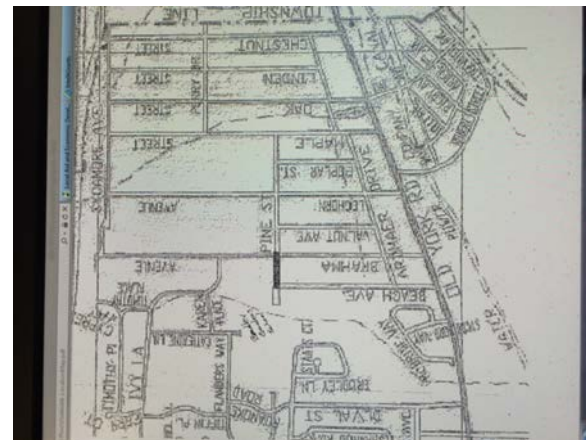


Grant Application Strategies

- Include maps that provide context, and show project limits, connections and attractors. They don't have to be computer generated. (Google map tutorial on saferoutesnj.org)
- Maps should indicate:
 - School location (if applicable)
 - Project location
 - Distance between the school and project.
- Assess organization's ability to administer a federal-aid project and prepare accordingly.



Provide detailed maps



Grant Application Strategies

Don'ts:

- Don't take close up photos with no context.
- Don't submit a completed project.
- Don't propose a project on a county road without consulting the county.
- Don't propose something that goes against current design standards.
- Don't propose a sidewalk without accompanying safe street crossings.
- Don't propose a project in a neighborhood where residents have protested against it.
- Don't include staff and crossing guard salaries as they are not eligible.



This photo of a sidewalk is too close.

Grant Application Strategies

SRTS Don'ts:

- Don't submit a SRTS project for a high school.
- Don't propose a path to a school that is closing.
- Don't propose a bicycle project for a school where the principal or administration is against bicycling to school.
- Don't submit a SRTS project that reorganizes school drop-off and pick-up areas primarily for the convenience of drivers.



No SRTS applications for High Schools



No bicycle projects for schools with bike bans

Resources

- NJDOT Local Aid and Economic Development
<http://www.state.nj.us/transportation/business/localaid/>

- FHWA Federal-aid Essentials for Local Public Agencies
<http://www.fhwa.dot.gov/federal-aidessentials/>

- **Training at Rutgers Center for Advanced Infrastructure and Transportation (CAIT):**
 - Responsible Charge
 - Crash Analysis Tool
 - Grant Management for Federal Aid Projects
 - More...

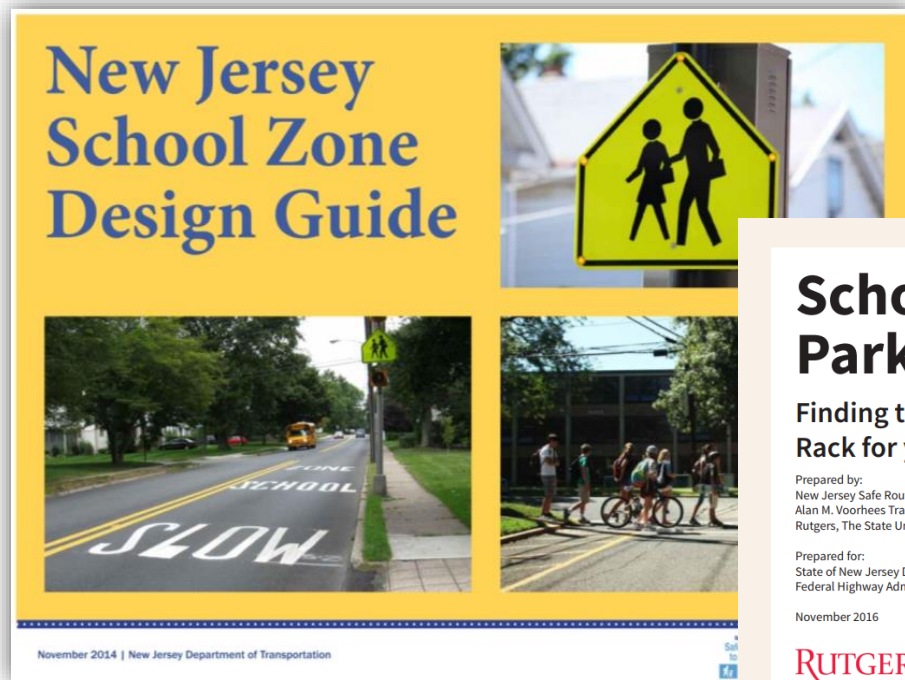
<https://cait.rutgers.edu/cait/training>

NJDOT SRTS & TA Set-Aside Handbooks



saferoutesnj.org/funding

NJDOT School Zone Guides



School Bike Parking Guide

Finding the Best Bike Rack for your School

Prepared by:
New Jersey Safe Routes to School Resource Center
Alan M. Voorhees Transportation Center
Rutgers, The State University of New Jersey

Prepared for:
State of New Jersey Department of Transportation
Federal Highway Administration

November 2016

RUTGERS

Edward J. Bloustein School
of Planning and Public Policy



<http://www.saferoutesnj.org/nj-school-zone-design-guide>
<http://www.saferoutesnj.org/school-bicycle-parking-guide>

NJDOT Pedestrian Safety Action Plan Toolkit



ENFORCEMENT

Consistent enforcement of traffic laws is one of the most important steps a municipality can take to keep pedestrians safe within its borders. This includes enforcing crosswalk laws, speed limits and distracted driving laws, and issuing citations to pedestrians who engage in illegal risk-taking behaviors.

Consistent enforcement of local parking regulations is also important to prevent encroachment of parked cars in crosswalks, especially in busy urban areas or double park—in a crosswalk is blocked, making it in time to stop. This is a frequent

Crosswalk Enforcement Operations



Vehicle encroachment

Pedestrian Safety

A key resource for local police is the Safety Enforcement (PSE) program of the Division of Highway Traffic Safety (NJDOT). The PSE program provides crosswalk compliance enforcement for local police officers. It addresses factors to pedestrian crashes: driver yielding behavior. Municipal responsibility to stop at a crosswalk in New Jersey.



Walking and transit passengers are on their journey, whether it is to a transit station or from

In New Jersey, approximately 11% of transportation to work, more than average (5%), making the link between transit usage particularly pertinent. People are generally willing to walk to access a transit stop, and even farther to transit stations. Therefore, providing pedestrian access to transit is important for Jersey municipalities. Creating safe collaboration between local government and property owners along the walking and rail stations.

Bus Access

Bus ridership accounts for two-thirds of passengers in New Jersey, with approximately 1.5 million boardings daily. Factors impact safe pedestrian access including the design of the walking security, and pedestrian friendly design.

Bus stop location itself is an important demand, transit operations, traffic pedestrian safety are all considered when locating a bus stop. Towns may work with NJ Transit to address safety concerns at existing stops by improving the infrastructure around the bus stop or evaluating suitable alternative bus stop sites.

A complete sidewalk network should be provided to bus stops within the approximately 1/4 mile radius catchment area. Along walking routes, the number of driveways should be minimized to reduce the number of conflict points between pedestrians and motorists, particularly in the vicinity of bus stops. NJDOT recommends driveways no closer than



New Jersey Department of Transportation



MUNICIPAL PLANNING & PEDESTRIAN SAFETY

Land use patterns have an effect on pedestrian crashes. In New Jersey, it is not uncommon to find wide arterial roadways with shopping centers, apartment buildings, schools and parks with signalized crossings few and far between, and pedestrian accommodations, creating greater than average pedestrian exposure to conflicts with motor vehicles.

While New Jersey's Pedestrian Safety Action Plan Update (2013) focuses primarily on actions to be taken by State or regional entities to address pedestrian safety, the counties and municipalities have an essential part to play by implementing a wide variety of complementary actions. These run the gamut from Engineering through Encouragement, Education, Enforcement, Emergency Services and Evaluation. As stewards of the local roadway system and with their responsibility for municipal planning, land use, zoning and site development, local governments have considerable influence over pedestrian safety. Here are some ideas to consider pursuing at the local level along with references to sources of additional information.



Patterns of development that isolate houses, stores and businesses create barriers to safe travel. Image: Bing Maps

Policy

It is recommended that all municipalities adopt a policy statement or pass a resolution supporting improved access and safety for pedestrians. At the very least, these assertions express an intention to create pedestrian friendly places, a recognition of need, and increase likelihood that more will be done in the future. Many municipalities in New Jersey have elected to show their commitment to all users of public rights-of-way by adopting and putting into effect a Complete Streets Policy and Implementation Plan.

As of July 2013, in addition to NJDOT's internal policy, 65 municipalities and 5 counties in NJ have adopted Complete Streets Policies.

Master Plan/Planning Study

Pedestrian access and safety should be included in planning activities, including the municipal redevelopment plans, the transportation element, or a stand-alone Pedestrian/Bicycle Plan or Pedestrian Plan.

These plans should:

- Identify existing and proposed elements of the pedestrian facility network including walkways and multi-use paths;
- Inventory problem locations/gaps in network including pedestrian crash locations;
- Include specific recommendations for pedestrian facilities;
- Incorporate or adopt by reference, standards,



New Jersey Department of Transportation



INTERSECTION TREATMENTS

While the majority of New Jersey's pedestrian crashes occur away from intersections, they can none the less be major points of conflict and are frequently the site of injuries and fatalities.

Although intersections represent a small percentage of road mileage, over a third (37%) of all pedestrian crashes, and a quarter (28%) of all severe and fatal pedestrian crashes in New Jersey from 2006-2011 occurred at intersections.

Marked Crosswalks

While marked crosswalks are an essential tool for channeling pedestrian movement in a predictable manner across roadways, they do not in and of themselves solve

Factors that impact the mobility and safety of pedestrians include traffic volume, traffic speed, number of lanes, width of roadway, configuration of lanes, width of roadway, distance and signal timing. This Toolbox has several design treatments that can be utilized to ensure safety at intersections for all road users. These to assist your municipality improve and expand pedestrian infrastructure. Improving the transportation infrastructure to better accommodate pedestrian access and development conducive to pedestrian safety is one of three goals of New Jersey's Pedestrian Safety Action Plan. By enhancing pedestrian safety at intersections, governments can help facilitate achievement of the mission – reduction of pedestrian fatalities and injuries by 20% in five years.

Marked vs. Unmarked Crosswalks

Crosswalks "exist" at all legs of all intersections if signs are posted prohibiting pedestrians from crossing. Not every crosswalk is marked with painted lines. In fact, most are unmarked. In New Jersey, the driver must stop and stay stopped for a pedestrian crossing the roadway within any marked crosswalk and they shall yield the right-of-way to a pedestrian crossing the roadway within an unmarked crosswalk at an intersection (New Jersey Statute 39:4-36).



New Jersey



SAFE ROUTES TO SCHOOL

The Safe Routes to School (SRTS) program is a means of addressing pedestrian safety within the area surrounding the school including the routes used by students accessing the school, especially by those walking or bicycling.

Using this guidance, communities can learn how SRTS projects, and activities such as improvements to sidewalks and crosswalks construction of walking and bicycle trails, or pedestrian and bicycle safety instruction, can provide substantial safety benefits to schoolchildren and the surrounding community.

What is the issue?

With the increase of traffic volumes around schools, parents have become more anxious about letting their children walk or ride bicycles to school. As a result, fewer students are walking and biking and more parents are driving their children to school—even if they live less than a mile away. According to the Centers for Disease Control (CDC), 85 percent of children's trips to school are made by car or school bus only (13 percent of school trips are made by walking or cycling). It is those that drop-off and pick-up their children from school that contribute to most of the traffic congestion around the school and pose the greatest risk to child pedestrians and bicyclists within the school zone and along school routes.

The condition and design of the environment surrounding the school also plays a contributing role in this issue. Roads that are "incomplete", or unsafe to travel along, pose a risk to student travel and may influence parents' decisions to allow their child to walk or bike to school. Making physical improvements to correct these problems can give parents and students the confidence needed to walk or bike to school. Lack of appropriate design treatments can also have an effect on how children react to and navigate the traffic environment as a pedestrian. In order to safely walk or bike along a street, or to cross a street along the way, children need facilities that are well-designed, well-built and well-maintained.



Morning drop-off at Sharp Elementary School in Camden, NJ. Image: The RBA Group

How SRTS Can Help

The intention of the SRTS program is to cultivate a physical and social environment where primary and middle school students are able to walk and bicycle to school, thereby increasing both the number and safety of those who choose to do so. Proper design of the school environment as part of a comprehensive SRTS program can lead to a decrease in the number of pedestrian injuries to school-aged children. The foundation for the growth of New Jersey's SRTS program is a comprehensive SE approach intended to generate a cultural shift that makes walking and biking a safe, convenient and attractive option for parents and students to get to school. The SE approach has been two-pronged: 1) Use the Engineering "E" as a means of providing communities with technical planning assistance and grant funding for infrastructure to ensure that the two-mile area surrounding schools is designed to be safe, self-enforcing and traffic calmed 2) Use the other "E's" (Education, Enforcement, Encouragement & Evaluation) to promote SRTS programmatic activities that nurture a child's cognitive and developmental skills, such as proper walking and biking behaviors, that will help reduce a child's risk of injury and enable him or her to independently navigate their way to school.

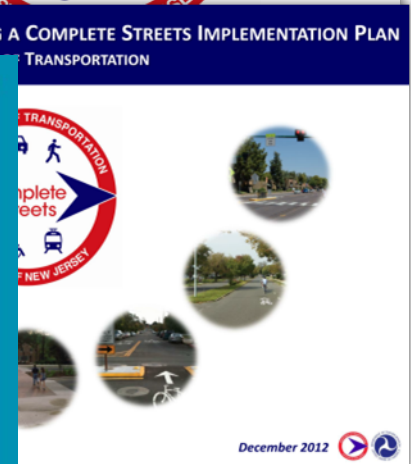
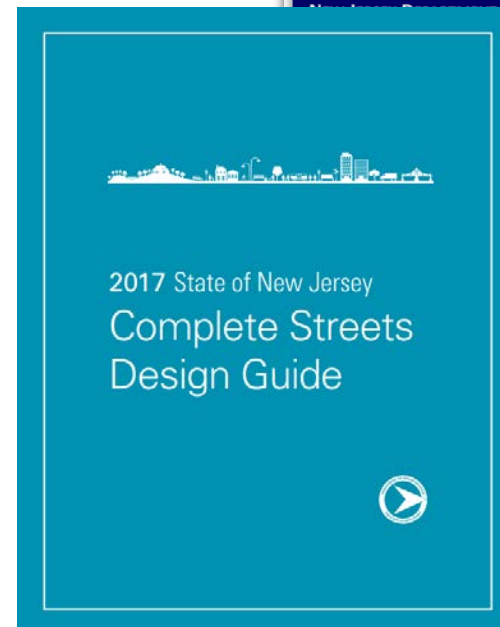
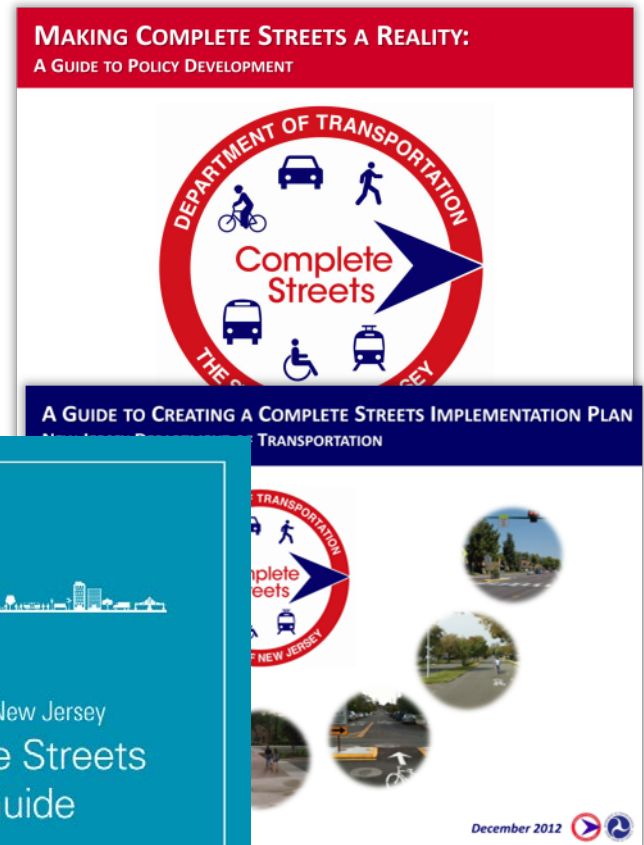


New Jersey Department of Transportation

NJDOT Complete Streets Guides

NJDOT Resources:

1. New Jersey Complete Streets Design Guide
2. Making Complete Streets A Reality: A Guide to Policy Development
3. A Guide to Creating a Complete Streets Implementation Plan



FHWA Proven Safety Countermeasures

- Updated by FHWA in 2017.
- Promote certain infrastructure safety treatments and strategies
- Encourage widespread implementation by state and local transportation agencies to reduce injuries and fatalities.
- Addresses multiple safety focus areas

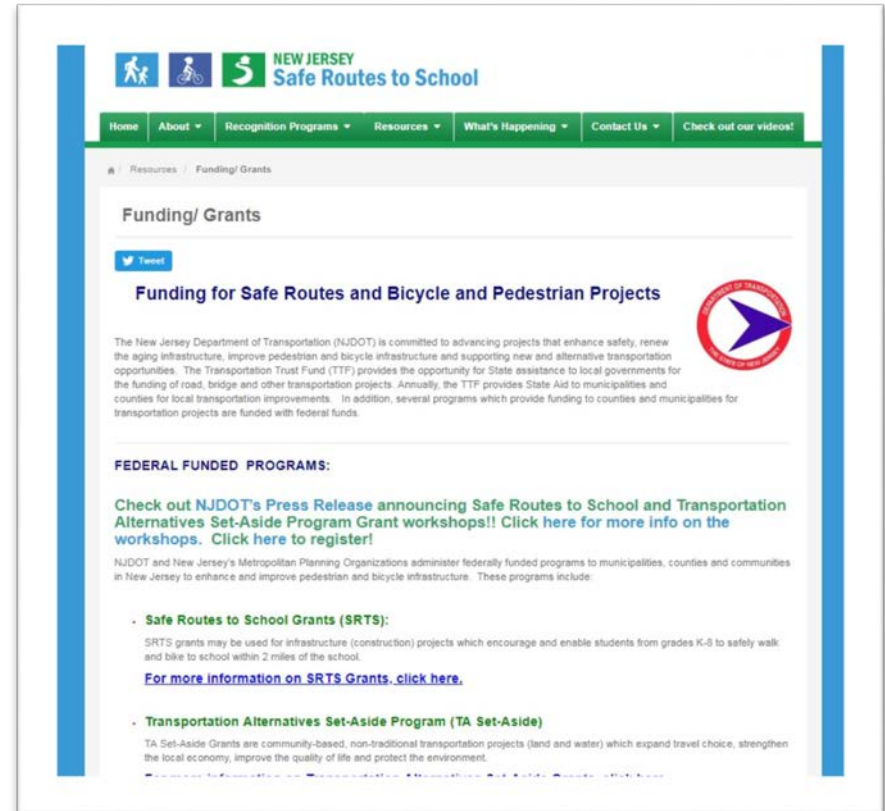


<https://safety.fhwa.dot.gov/provencountermeasures/>

Resources

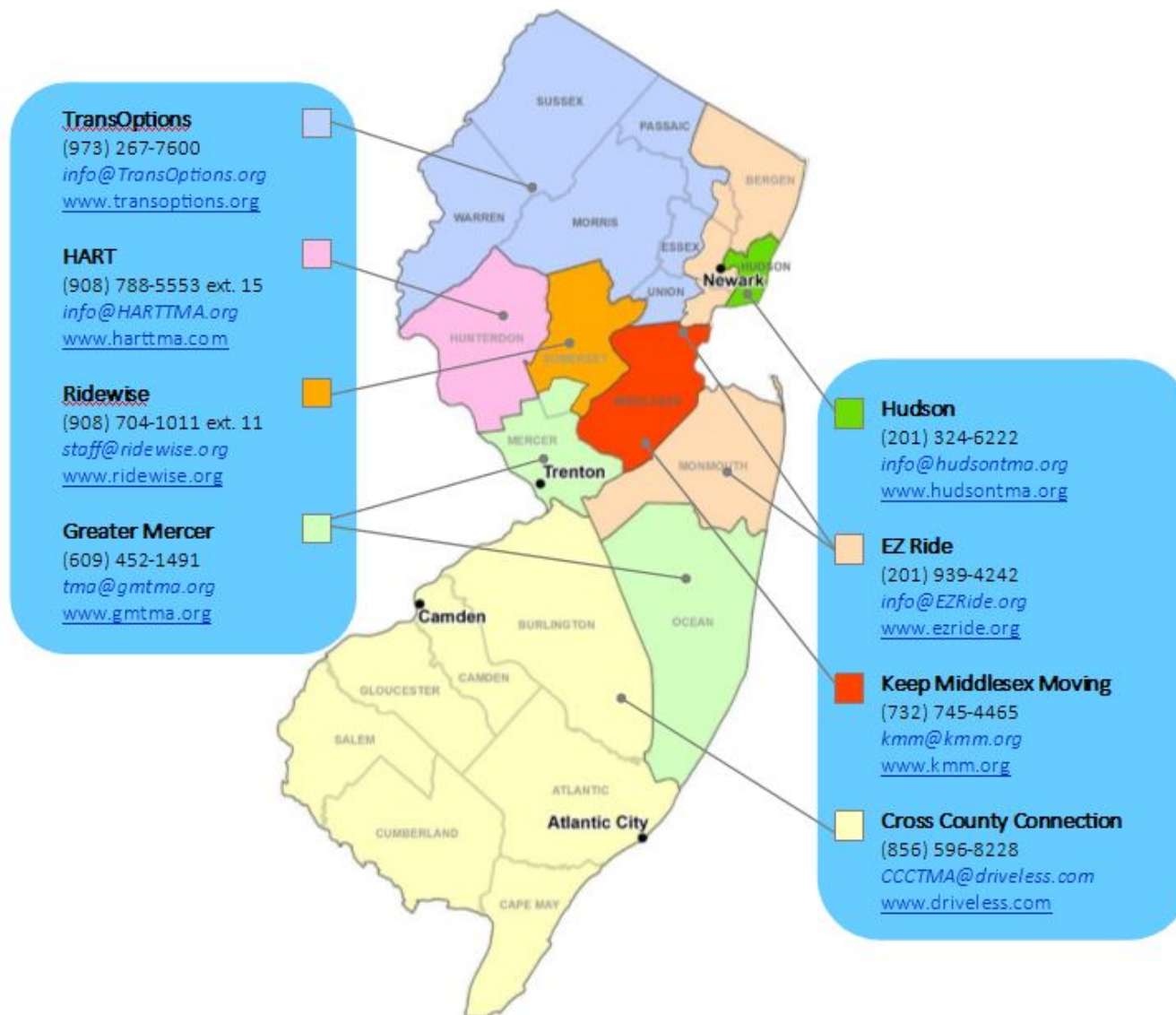
The New Jersey Safe Routes to School Resource Center

- Estimating Improvement Costs
- Engineering and Design Solutions
- Models: School Wellness Policies, Support Letters, Resolutions
- Urban Aid and SDA lists
- Student Travel Tally info
- Google Map tutorial
- School Travel Plans
- NJ Safe Routes to School Recognition Program/Sustainable Jersey

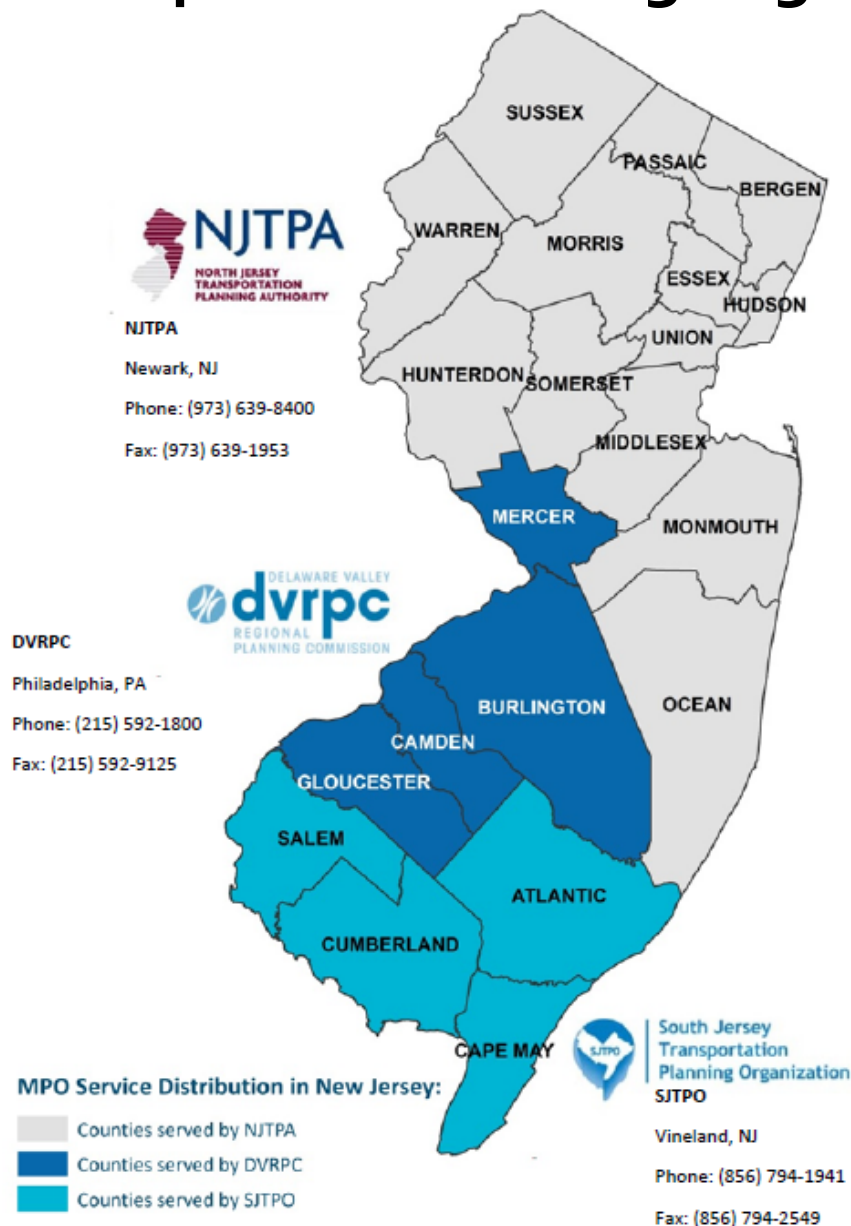


saferoutesnj.org

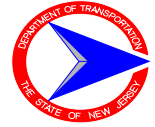
NJ Transportation Management Associations



New Jersey Metropolitan Planning Organizations (MPOs)



New Jersey Department of Transportation Local Aid and Economic Development



District 1

Roxbury Corporate Center
200 Stierli Court
Mount Arlington, NJ 07856
973.601.6700
FAX: 973.601.6709

District 2

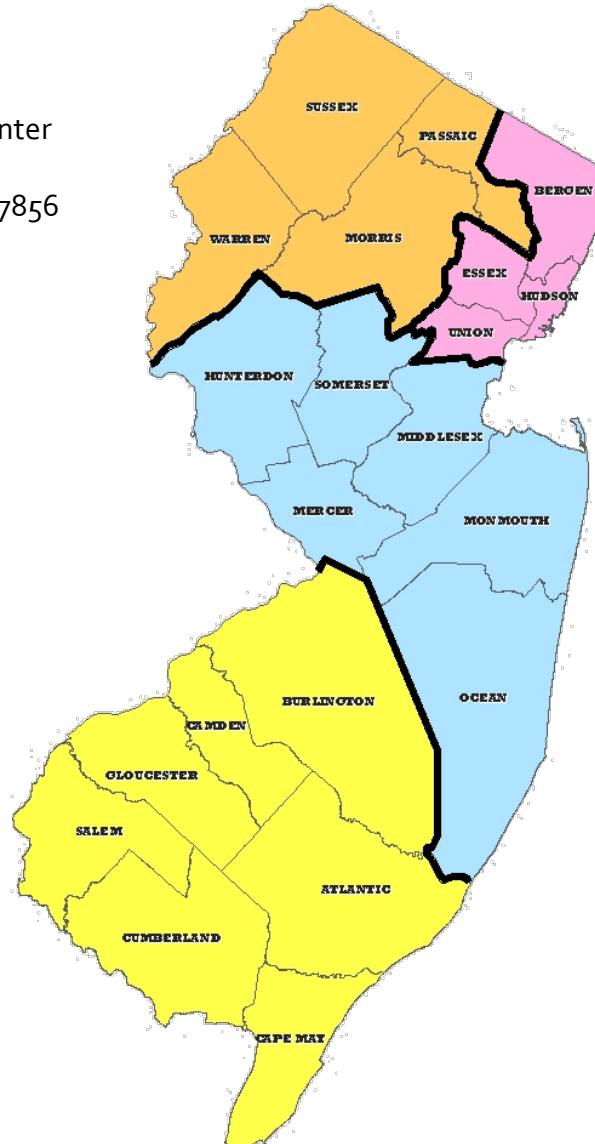
153 Halsey Street, 5th Floor
Newark, NJ 07102
973.877.1500
FAX: 973.648-4547

District 3

1035 Parkway Ave
Trenton, NJ 08625
732.625.4290
FAX: 732.625.4292

District 4

1 Executive Campus
Route 70 West
Cherry Hill, NJ 08002
856.486.6618
FAX: 856.486.6771



Thank you for attending!!!



Contact us:

NJ Safe Routes to School Resource Center

Telephone: (848) 932-7901

Email: srts@ejb.rutgers.edu

NEW JERSEY
Safe Routes to School



www.saferoutesnj.org

