

MINNESOTA SAFE ROUTES TO SCHOOL

2024- 2025 PLANNING ASSISTANCE GRANT APPLICATION

This document is provided for offline use in developing answers to grant application questions. Final applications must be [submitted online](#) by 5 p.m. on February 21, 2024.

Please see the application guide [on MnDOT SRTS grants page](#) for instructions and resources to fill out this application.

PART 1: PROJECT LEAD CONTACT INFORMATION

Contact Name	
Contact Title	
Project Lead Organization Name	
Project Lead Organization Type (city, school, tribal nation, non-profit (please specify))	
Street Address	
City, State ZIP Code	
Phone	
E-Mail Address	

PART 2: APPLICANT PROJECT INFORMATION

Is this your first time applying for Planning Assistance from the MnDOT SRTS program? (If no, please provide context.)

Yes

No

How many total schools will be involved?

What type of school(s) will be involved? (check all that apply)

Public Schools

Private Schools

Charter Schools

___ Other

PART 3: PLANNING ASSISTANCE TYPE

Please reference page 7 of the application guide to identify if your school(s) are in a MPO or RDC area, or if you will be requesting assistance from the MnDOT Statewide Planning Consultant.

___ The applicant is located in the Twin Cities Metropolitan Region. The applicant will work with the MnDOT Statewide Planning Consultant.

___ The applicant is located in Greater Minnesota. The applicant will work with my local Regional Development Commission.

___ The applicant is located in Greater Minnesota. The applicant will work with my local Metropolitan Planning Organization.

___ The applicant is located in Greater Minnesota. The applicant will work with the MnDOT Statewide Planning Consultant.

PART 4: PLANNING ASSISTANCE REQUESTED

Please review the following types of planning assistance available in the application guide and on the SRTS planning assistance application page. Rank the following types of planning assistance based on your community needs. #1 is the applicant’s first choice and #3 is the last choice for the type of planning support requested:

___ School or Multi-school SRTS Plan

___ SRTS plan update (if requesting an update, please explain why this is needed)

___ School district or city-wide SRTS plan

EXPLAIN WHY YOU ARE REQUESTING THE PLANNING ASSISTANCE RANKED ABOVE AND THE NEED FOR THIS TYPE OF PLANNING SUPPORT FOR YOUR COMMUNITY. (SCHOOL, MULTI-SCHOOL, DISTRICT, CITY WIDE, OR SRTS PLAN UPDATE)

ARE THERE ANY EXISTING PLANS OR PROPOSED REFERENDUMS TO RELOCATE OR BUILD NEW SCHOOLS IN YOUR COMMUNITY?

No

Yes, please describe:

ARE THERE ANY POLICIES AT THE SCHOOL, DISTRICT, OR LOCAL LEVEL THAT AFFECT STUDENTS WALKING OR BIKING? (E.G. NO BIKING POLICIES, UNIVERSAL SAFETY ED IN SCHOOL, ETC.)

- No
- Yes, please describe:

PART 5: SCHOOL INFORMATION SHEET

The following demographic information is **REQUIRED** for each school applying for planning assistance. Please be thorough, points will be deducted for answers such as Unknown or N/A. If more than 5 schools are included, use the additional spreadsheet to complete the data for all schools that will be included in the plan.

- 1-8 schools would benefit from this project
- 9 or more schools would benefit from this project

	School One	School Two	School Three	School Four	School Five
School Type (public/charter, private)					
School name					
Street Address					
City, State, Zip Code					
County					
Grades at school					
School population					
City population					

A) EQUITY: REACHING PRIORITY POPULATIONS (40 POINTS)

Equity scores for individual schools can be found using the [Student Transportation Equity for Priority Populations tool](#). Private Schools and/or Charter Schools may not have data in the STEPP tool as there may not have been available data from MDE. These schools may either opt into the lowest STEPP score available for public schools or provide the data needed to develop a STEPP score. More information can be found in the [Planning Assistance Guide](#).

	School One	School Two	School Three	School Four	School Five
School Equity Score (see application guide for instructions on how to determine)					

B) OPPORTUNITY TO GET MORE STUDENTS WALKING AND BICYCLING SAFELY (20 POINTS)

	School One	School Two	School Three	School Four	School Five
% students currently walking/biking					
% of students ineligible for bussing and living within the school’s walk zone					
Distance eligibility for busing and walk zone (ie. 2 miles)					
% students in hazard bus areas (students within walk zone who are bussed because of hazards on their route)					

PART 6: SRTS TEAM MEMBERS & LOCAL SUPPORT

A) SRTS TEAM (20 POINTS)

Members of a local SRTS team should be involved before, during, and after the SRTS planning process in your community. Please mark the following individuals currently on your SRTS team. Please provide names where available.

Is your SRTS committee established?

Yes, we have a team pulled together who has met about SRTS

No, the list below is proposed partners for this project

Name and title of team leader:

Team Members:	Please list first and last name	Title	How will this team member contribute to plan development and implementation with their organization or unique perspective?
School Principal	<i>John Doe</i>	<i>Principal</i>	<i>John is responsible for coordinating with school staff on the implementation of our bus stop and walk program.</i>
School/District Transportation Staff			
Local Road authority (public works, county engineer, MnDOT)			
City staff (planners, elected officials, city manager)			
SHIP/public health practitioners			
School District Reps			
Parents, Community Members			
Students, Teachers			
Bicycling or walking group representative			
Other team members (write-in):			

B) SRTS PLANNING IS A STRATEGY THAT SUPPORTS HEALTHY AND SAFE COMMUNITIES AND SCHOOLS. DESCRIBE HOW THIS PLAN FITS INTO AND/OR SUPPORTS LARGER SCHOOL GOALS? (5 POINTS)

C) SRTS PLANNING IS A STRATEGY THAT SUPPORTS HEALTHY AND SAFE COMMUNITIES AND SCHOOLS. DESCRIBE HOW THIS PLAN FITS INTO AND/OR SUPPORTS LARGER COMMUNITY GOALS? (5 POINTS)

PART 7: EXISTING CONDITIONS AND IMPLEMENTATION SUPPORT

A) USING THE 6E'S- EQUITY, EDUCATION, ENCOURAGEMENT, ENGAGEMENT, ENGINEERING AND EVALUATION- BRIEFLY DISCUSS THE ACTIVITIES RELATED TO SRTS THAT ARE CURRENTLY UNDERWAY (OR HAPPENED WITHIN THE LAST TWO YEARS) AT YOUR SCHOOL OR COMMUNITY. (5 POINTS)

B. WHAT IS YOUR TEAM’S VISION FOR A SUCCESSFUL SRTS PLAN OUTCOME? WHAT DO YOU EXPECT TO ACCOMPLISH AFTER THE PLANNING PROCESS? HOW WILL YOU ENSURE IMPLEMENTATION OF THE PLAN AND WHO WILL BE INVOLVED? (10 POINTS)

PART 8: LETTERS OF SUPPORT (5 POINTS)

Please attach the following letters of support:

- 1. Principal or school administrator letter of support from each school that will be covered in the plan and/or a Superintendent letter if this will be a District level plan.
- 2. Letter of support from the local government (City Administrator, City Clerk, Elected Official, Engineer, Public Works Director, etc)