



**City of Wilmington
1165 South Water Street
Wilmington, IL 60481**

**Agenda - City Council Special Meeting
Wilmington City Hall - Council Chambers
September 26, 2023 at 6:00 p.m.**

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call

Mayor Ben Dietz

Alderspersons: Kevin Kirwin, Ryan Jeffries, Dennis Vice, Ryan Knight
Leslie Allred, Jonathan Mietzner, Thomas Smith, Todd Holmes

B. CITIZENS COMMENT *(State your full name clearly; limit 3 minutes each)*

C. CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine by the City Council and will be acted upon with one motion. There will be no separate discussion of these items unless a Council member requests, in which event, the items will be removed from the consent agenda and discussed separately.

D. MAYOR'S REPORT

E. ORDER OF BUSINESS

1. Motion to Adopt Resolution 2023-11 A Resolution Approving And Authorizing Financial Commitment In The Safe Routes To Schools Grant Program

F. REPORTS AND COMMUNICATION FROM CITY OFFICIALS

City Attorney – Bryan Wellner

City Administrator – Jeannine Smith

Finance Director – Nancy Gross

Public Works Director – James Gretencord

Police Department – Chief Zink

G. ALDERMEN COMMENTS

Aldersperson Kirwin Aldersperson Vice
Aldersperson Jeffries Aldersperson Knight

Aldersperson Allred
Aldersperson Mietzner

Aldersperson Holmes
Aldersperson Smith

H. EXECUTIVE SESSION

1. Appointment, Employment, Dismissal, Compensation, Discipline and Performance of an Employee of the City of Wilmington [ILCS 120/2(c)(1)]
2. Collective negotiating matters between the City of Wilmington (public body) and its employees [ILCS 120/2(c)(2)]
3. Matters of Land Acquisition [ILCS 2(c)(5) and 2(c)(6)]
4. Probable or Imminent Litigation and Pending Litigation [ILCS 2(c)(11)]

I. POSSIBLE ACTION OF EXECUTIVE SESSION ITEMS

J. ADJOURNMENT

*This public body may adjourn to a closed session to discuss matters so permitted
and may act upon such matters returning to the open session.*

*So that all may concentrate on the proceedings,
please silence cell phones during City Council meetings.*

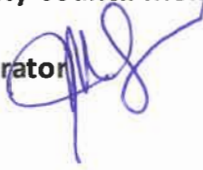
The next regularly scheduled City Council meeting is October 3, 2023.



MEMO

Date: September 21, 2023

To: Honorable Mayor Dietz and City Council Members

From: Jeannine Smith, City Administrator 

Cc: Joie Ziller, Deputy Clerk
Nancy Gross, Finance Director
James Gretencord, Director of Public Works

Re: Motion Authorizing Adoption Of Resolution 2023-11, A Resolution Approving And Authorizing Financial Commitment In The Safe Routes To Schools Grant Program

Budget Impact: Estimated \$30,000 for Design Engineering Services (unappropriated)

History: The Safe Routes To School Program (see attached webinar grant overview slides) originated in Europe in the 1970's. It wasn't until 2005 that the US created it as a set-aside funding program in the federal transportation bill. The program goals are to:

- Enable and encourage children, including those with disabilities, to walk and bicycle to school;
- Make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age;
- Facilitate the planning , development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution within 2 miles of primary, middle, and high schools. (grades K-12).

There are two types of grant funding available: Infrastructure and Non-Infrastructure. The City will be applying for an Infrastructure Grant for sidewalk improvements in and around the schools. Please refer to the attached Safe Routes To Schools Improvement Plan Map for suggested improvement routes.

Staff Analysis: The Safe Routes To School Grant Program funding cycle occurs every two years. Staff believes the best use of the funds if awarded will be to install new sidewalks where gaps exist and repair existing sidewalks, curb, and ramps. The anticipated cost for the project is

\$250,000 of which 100% will be covered except for design engineering estimated to cost \$30,000.

In order to be eligible for funding, the City must complete the grant application, pass a resolution authorizing the financial commitment ahead of reimbursement, obtain a letter of support from the school district, provide a detailed cost estimate, and submit a summary of parent surveys distributed regarding the project and student tallies.

Attached you will find the required resolution and letters of support from Wilmington School District No. 209-U.

Staff Request: Staff respectfully requests your consideration of the information provided and adoption of Resolution 2023-11, A Resolution Approving And Authorizing Financial Commitment In The Safe Routes To Schools Grant Program.

Thank you in advance for your consideration of this request. Please do not hesitate to reach out to me with questions.

City of Wilmington

Resolution No. 2023-11

**A RESOLUTION APPROVING AND AUTHORIZING FINANCIAL COMMITMENT
IN THE SAFE ROUTES TO SCHOOLS GRANT PROGRAM**

WHEREAS, in the interest in promoting safe and healthy active transportation to schools, the City of Wilmington ("City") and Wilmington School District 209-U (District 209-U") have partnered to complete a Safe Routes To School Improvement Plan ("Plan"); and

WHEREAS, it is in the best interest of both the City and District 209-U to implement infrastructure improvements, conduct educational and encouragement programs for the health and benefit of school children, and improve safe travel to and from schools; and

WHEREAS, the City Council wishes to support IDOT's Safe Routes to Schools Grant Program ("Program") and is committed to provide the necessary support and funds in the event that the City receives grant funding to reimburse the City's investment; and

WHEREAS, the City intends to install certain infrastructure improvements along school walk routes and crossings ("Improvements") as recommended by the Plan; and

WHEREAS, the Improvements are eligible for reimbursement under the Program; and

WHEREAS, the City has available funds in the General Fund to finance the Improvements until reimbursed by the Program, and the financial capability to maintain the Improvements in a safe and attractive manner for public use; and

WHEREAS, the Mayor and City Council have considered the City's participation in the Program and determined that it is in the best interests of the City and its residents to enter into the Program;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF WILMINGTON, COUTY OF WILL, STATE OF ILLINOIS, as follows:

SECTION ONE: RECITALS. The foregoing recitals are incorporated in, and made a part of, this Resolution by this reference as findings of the City Council of the City of Wilmington.

SECTION TWO: APPROVAL. The City's participation in the Illinois Safe Routes to Schools Program and financial commitment to install and maintain the eligible Improvements is hereby approved.

SECTION THREE: EFFECTIVE DATE. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

ADOPTED this ____ day of September 2023 with ____ members voting aye, ____ members voting nay, the Mayor voting ____, with ____ members abstaining or passing and said vote being:

Ryan Jeffries _____
Ryan Knight _____
Jonathan Mietzner _____
Thomas Smith _____

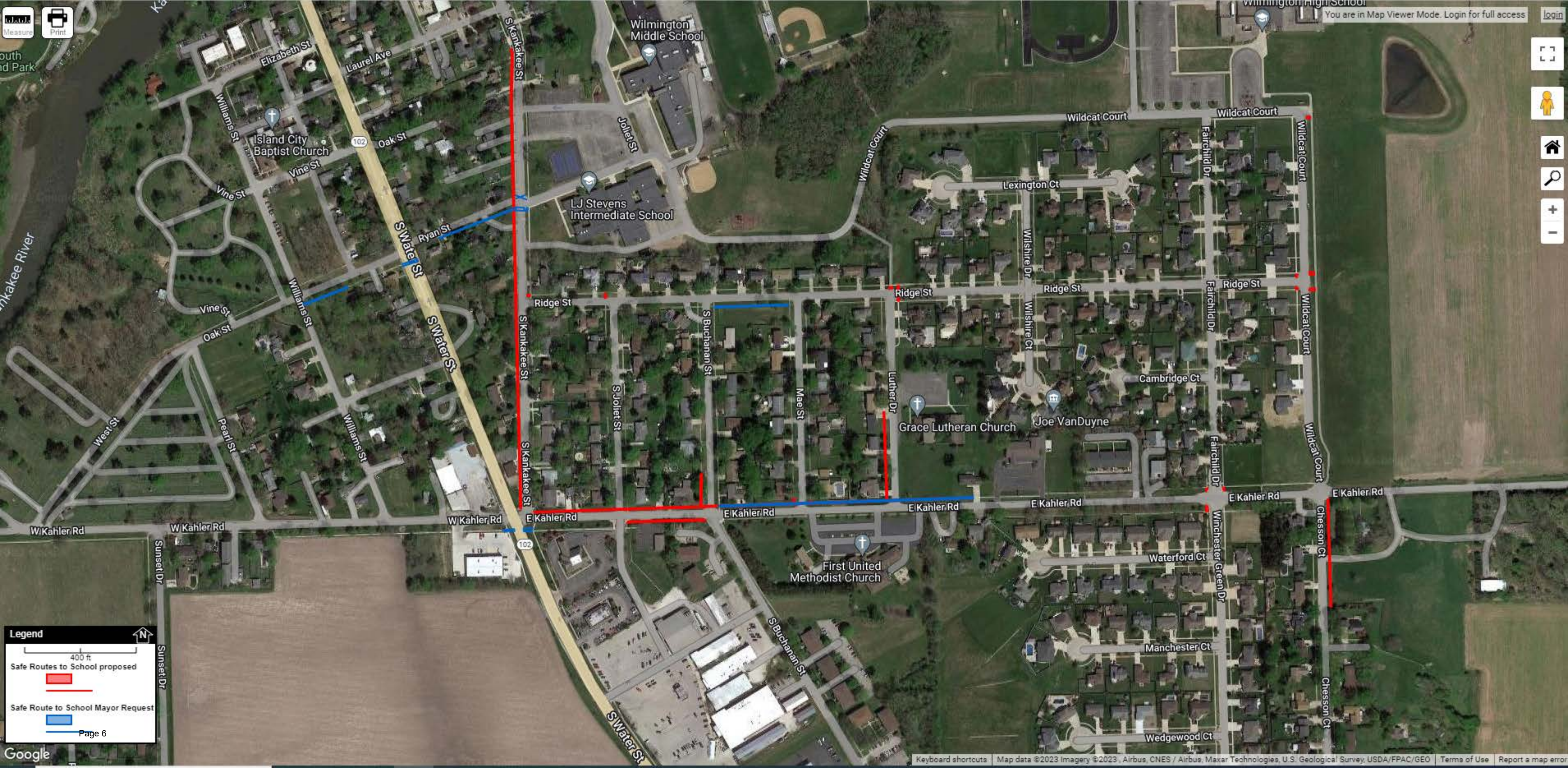
Kevin Kirwin _____
Dennis Vice _____
Leslie Allred _____
Todd Holmes _____

Approved this ____ day of September 2023

Ben Dietz, Mayor

Attest:

Joie Ziller, Deputy City Clerk



Legend

400 ft

Safe Routes to School proposed

Safe Route to School Mayor Request

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WILMINGTON SCHOOL DISTRICT NO. 209-U

209U Wildcat Court – Wilmington, Illinois 60481-4500

August 30, 2023

KEVIN FEENEY
Superintendent
(815) 926-926-1751
Fax (815) 926-1692

MATT SWICK
Assistant Superintendent
(815) 926-1751
Fax (815) 926-1692

Wilmington High School
209 Wildcat Court
Wilmington, Illinois 60481-4500
SCOTT MAUPIN, Principal
JEFF REENTS, Assistant Principal
BRIAN GOFF, Athletic Director
(815) 926-1752
Fax (815) 926-1691
Athletic Fax (815) 926-1695

Wilmington Middle School
715 S. Joliet Street
Wilmington, Illinois 60481-1490
ADAM SPICER, Principal
BRIAN GOFF, Assistant Principal
(815) 926-1687
Fax (815) 476-4256
Athletic Fax (815) 476-4256

LJ Stevens Intermediate School
221 Ryan Street
Wilmington, Illinois 60481-1287
VENITA DENNIS, Principal
(815) 926-1689
Fax (815) 476-1941

Bruning Elementary School
1910 Bruning Drive
Wilmington, Illinois 60481-1710
BETH NORMAN, Principal
(815) 926-1683
Fax (815) 476-0130

BOARD OF EDUCATION

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To Whom It May Concern:

The need for additional sidewalks for safe passage to school for our students has been a problem for a long time in Wilmington. One area in our town where sidewalks are necessary for student safety is on the West side of Kankakee Street. Many of our students depend on this route to get to school, and Kankakee Street has become increasingly busy and dangerous over the years.

The absence of sidewalks near the school has been a significant safety concern for the students in our community for too long. The Wilmington School District fully supports the city's plans to apply for funding to add new sidewalks through the Safe Routes to School Grant. Many areas still need sidewalks throughout the city, and the west side of Kankakee Street should be a priority moving forward.

The city's plan to add additional sidewalks promotes the general safety of the many students and parents who use these routes during the school year. Please don't hesitate to reach out if you have any questions or need additional information.

Sincerely,

Kevin Feeney
Superintendent of Schools
Wilmington School District 209U
kfeeney@209u.net



SRTS Webinar Series – Part 1

Safe Routes to School (SRTS) 2023 Grant Overview

August 2023

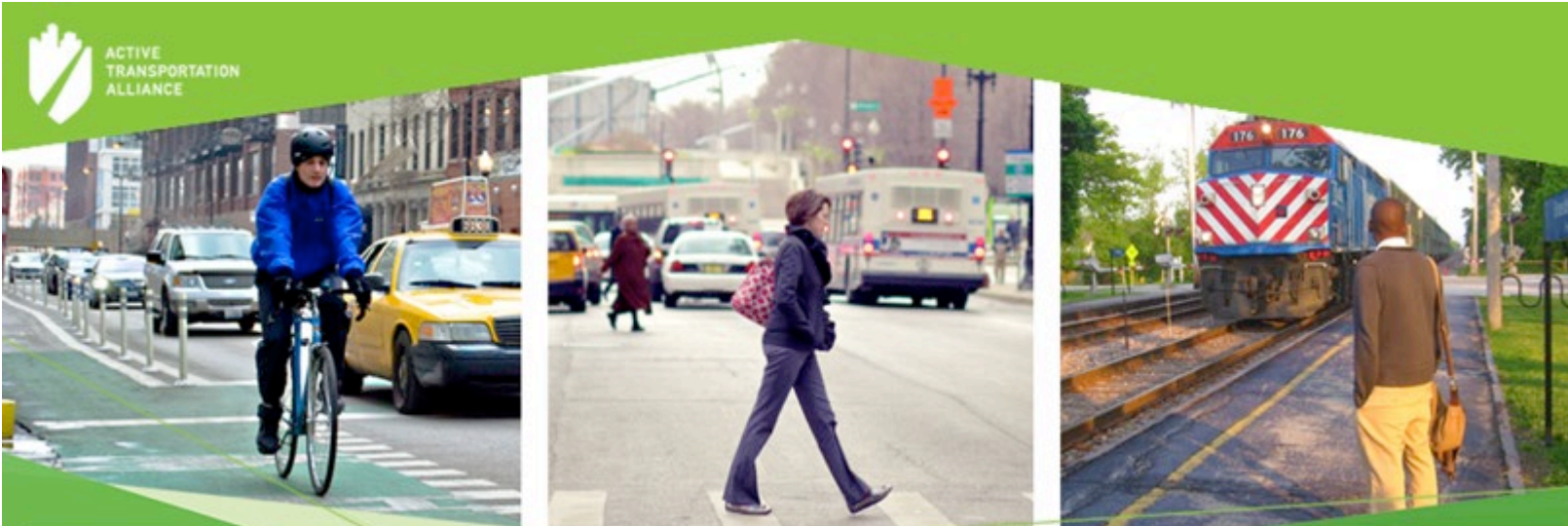


Welcome!



- Webinar will be recorded
- Participants are automatically muted
- Ask questions via chat
- Closed captioning is available

Active Transportation Alliance



Our Mission

To advocate for walking, bicycling, and public transit to create healthy, sustainable, equitable communities.

Melody Geraci
Deputy Executive Director

Maggie Czerwinski
Director Community
Building & Leadership

ISPAN - Overview



BREASTFEEDING

Increase the number of community settings supporting new moms to breastfeed their babies as long as possible.



EARLY CHILDHOOD EDUCATION

Implement and integrate physical activity and nutrition standards into early childhood education systems.



BUILT ENVIRONMENT

Connect active-friendly routes to everyday destinations by improving walking, biking, and transit systems to promote physical activity.



FOOD SERVICE GUIDELINES

Implement food service guidelines in worksites and community settings to increase the availability of healthy foods.

- 5-year initiative to implement physical activity and nutrition interventions
- Focus on low-income and rural areas
- Funded by US Centers for Disease Control and Prevention
- Led by Illinois Public Health Institute
- Active Trans is the built environment technical assistance provider

ISPAN – Built Environment Goal



- Connect activity-friendly routes to everyday destinations by improving walking, biking, and transit systems to promote physical activity.
- Partnerships with Illinois Public Health Institute, funded by the CDC
- 3-part SRTS webinar series



ISPAN – Webinar Series



- **Part 1 (July 12, 2023):** SRTS Grant Overview
- **Part 2 (August 23, 2023):** Q&A with IDOT Staff
- **Part 3 (September 20, 2023):** Q&A with IDOT Staff



Agenda



- SRTS Overview
 - What's new in 2023?
- Eligibility
 - Infrastructure
 - Non-infrastructure
- Proposal Scoring
- Required Application Documents
- Tips and Getting Prepared



Image credit: Mike Cynecki



SRTS Overview



SRTS Overview



- Safe Routes to School (SRTS) is administered and managed by the **Illinois Department of Transportation (IDOT)**.
- Federal funding source via Transportation Alternatives Program (TAP) to improve conditions for walking and biking to schools.
- Funding cycle every two years:
 - Call for proposals open **August 1 through October 2, 2023**
 - **\$6 million** in funding available



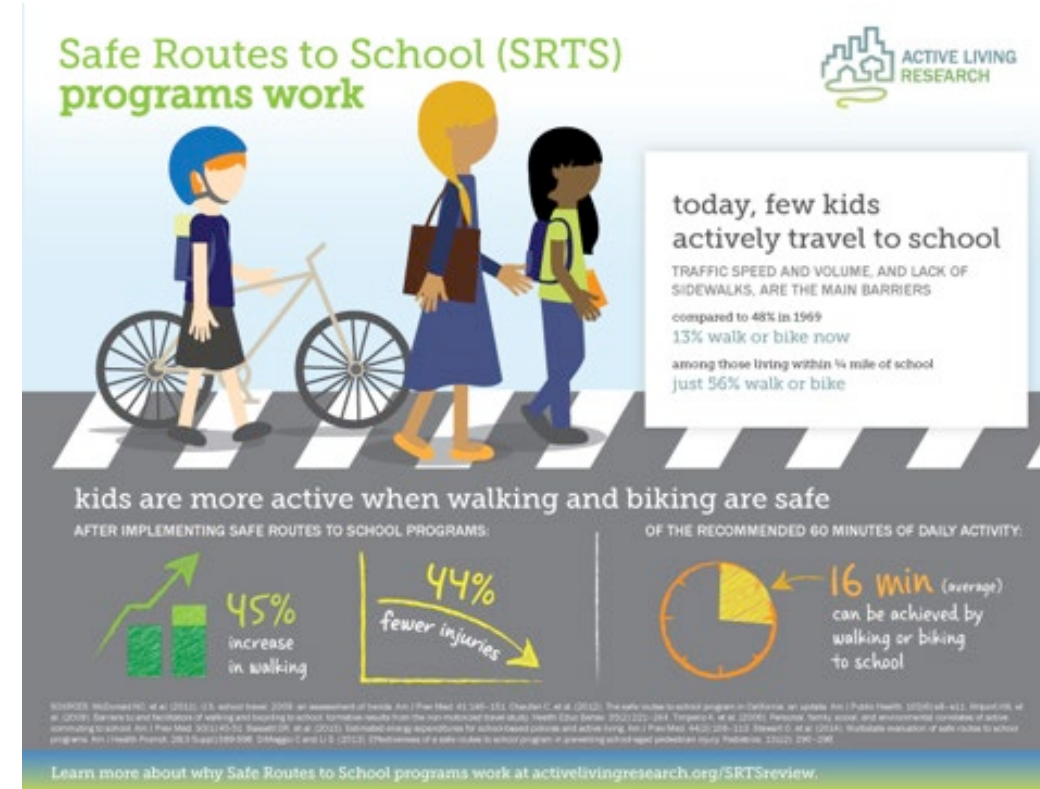
Illinois Department of Transportation

SRTS Overview



Background

- Originated in Europe in 1970s
- Introduced as set-aside funding program in 2005 federal transportation bill
- Cycle 2023 funded through TA Set-Aside under Bipartisan Infrastructure Law + Highway Safety Improvement Program (HSIP)
- For more information:
 - Safe Routes National Partnership:
www.saferoutespartnership.org
 - National Center for Safe Routes to School:
www.saferoutesinfo.org



SRTS Overview & What's New!



SRTS Cycle 2023 - \$6 million in funding

- Infrastructure AND Non-Infrastructure projects
- Reimbursable program – 100% federally funded
- Program Goals:
 - 1. Enable and encourage children, including those with disabilities, to walk and bicycle to school;
 - 2. Make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age;
 - 3. Facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution within 2 miles of primary, middle, & high schools (grades K-12).

Past SRTS Infrastructure Projects



- **Village of Addison:** New sidewalks, crosswalks, ADA compliant ramps and detectable warnings
- **City of Aurora:** Solar powered feedback signs
- **Village of Colfax:** New and existing sidewalk improvements, flashing beacon
- **City of Auburn:** Sidewalk removal, new sidewalks, ADA improvements, news signs and striping



Daily Journal: Student's Idea leads to project
Photo credit: Tiffany Blanchette

Glossary



- SRTS – Safe Routes to School
- IDOT – Illinois Department of Transportation
- BDE – IDOT’s Bureau of Design and Environment
- MPO – Metropolitan Planning Organization
- RPC – Regional Planning Council
- COG – Council of Government
- TIP – Transportation Improvement Program
- PE – Preliminary Engineering
- ADA – Americans with Disabilities Act
- ROW – Right-of-Way



Eligibility



Infrastructure & Non-Infrastructure Projects



Key Requirements



- Project within **2-mile radius of K-12 school**
- **Reimbursable** grant program, sponsoring agency must upfront costs
- **One infrastructure application** per school campus
- **One non-infrastructure application** per school campus
- GATA requirements
 - **GATA required for all infrastructure applications EXCEPT for Local Public Agencies (LPAs)** includes municipalities, counties, and townships
 - **GATA required for ALL non-infrastructure applications**



Image credit: Mike Cynecki

Key Requirements



- Must be included in **MPO's TIP** if funding is received.
- **Must comply** with state/federal requirements (i.e. ADA, MUTCD, etc.)
- **No scoping or funding changes**
- **Unused funds returned** to program



Infrastructure Projects



Eligible Applicants – Infrastructure



- **Grade levels:** K-12, public and private schools
- **Application sponsor:**
 - Local government with roadway jurisdiction:
 - Municipalities
 - Counties
 - Townships
 - Schools and school districts
 - **Note:** Sponsor will administer the project and act as fiscal agent

Key Requirements – Infrastructure



- **Infrastructure Projects**
 - Award maximum: \$250,000
 - Award minimum: \$25,000
- **Eligible:** Construction & Construction Engineering
- **NOT Eligible:** Preliminary Engineering (PE) and Right-of-Way (ROW) costs
 - ROW acquisition: completed before application submission
 - PE: should be completed within 6 months of award announcement



Image Credit: iwalktoschool.org

Key Requirements – Infrastructure



- Funds must be **obligated within 18 months** of award announcement
- Construction should be **completed by end of 3 years** from award announcement
- **GATA required** for all infrastructure applications **EXCEPT for Local Public Agencies (LPAs)** includes municipalities, counties, and townships



Image credit: Mike Cynecki

Eligible Projects



- **Sidewalk Improvements** – New Sidewalk, Repair, Gap Closure, Widening, Curb, Curb Ramp

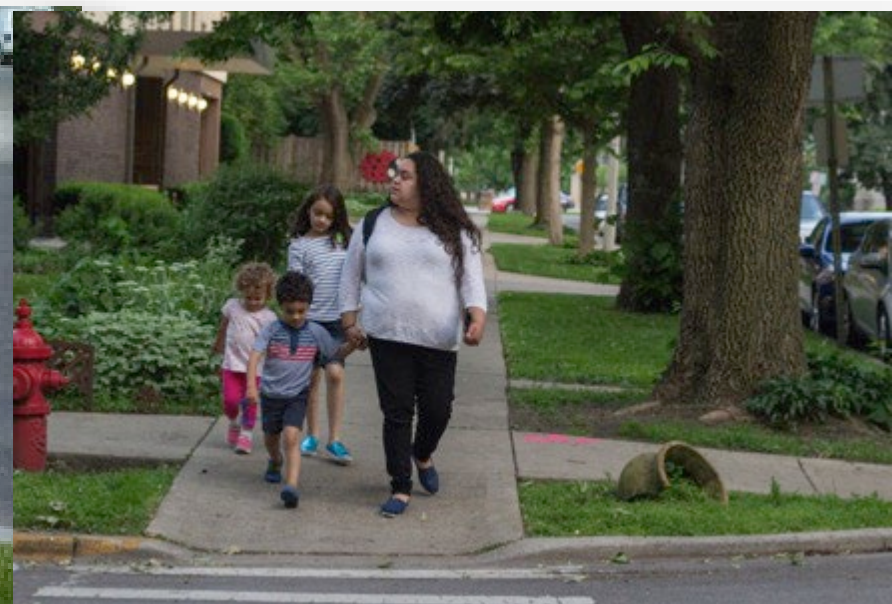


Image credit: Mike Cynecki

Eligible Projects



Traffic Calming/Speed Reduction – Speed Bump/Hump/Table, Raised Crossing, Median Refuge/Center Crossing, Narrowed Traffic Lane



Image credit: Dan Burdem

ISPAN is made possible with funding from the Centers for Disease Control and Prevention and administered by the Illinois Public Health Institute in collaboration with partners in the Illinois Alliance to Prevent Obesity

Eligible Projects



Traffic Control Devices

- New/Upgraded Traffic Signal
- New Pavement Markings
- New Traffic Striping
- In-Roadway Crossing Light
- Flashing Beacons
- Bike Signal Actuation Devices
- Pedestrian Activated Signal Upgrades
- Countdown Signal
- Permanently Mounted Solar Powered Speed Feedback Signs



Image credit: Dave Parisi

Eligible Projects



Pedestrian and Bicycle Crossing Improvements – Crossing, Median Refuge, Raised Crossing, Sight Distance Improvements



ISPAN is made possible with funding from the Centers for Disease Control and Prevention and administered by the Illinois Public Health Institute in collaboration with partners in the Illinois Alliance to Prevent Obesity

Eligible Projects



On-Street Bicycle Facilities

- New/Upgraded Bike Lane
- Widened Shoulders
- Geometric Improvements
- Turning Lanes
- Channelization
- Roadway Realignment
- Traffic Signs
- Pavement Markings



Image credit: Dan Burden

Eligible Projects



- **Off-Street Bicycle Facilities/Side Path**
- **Secure Bicycle Parking Facilities** – Bike Racks, Safety Lighting, Covered Bike Shelter



Image credit: Christopher Burke Engineering & Diane Lambert

Ineligible Projects - Infrastructure



- Portable speed feedback trailers



Non-Infrastructure Projects



BICYCLE SAFER JOURNEY Skills for Safe Bicycling for Ages 5 to 18



Use in the classroom or one-on-one. To start, click on an age group below:



Ages 5-9



Ages 10-14



Ages 15-18



PEDESTRIAN SAFER JOURNEY Skills for Safe Walking for Ages 5 to 18



Use in the classroom or one-on-one. To start, click on an age group below:



Ages 5-9



Ages 10-14



Ages 15-18

Eligible Applicants – Non-Infrastructure



- **Grade levels:** K-12, public and private schools
- **Application sponsor:**
 - Schools and school districts
 - Local government with roadway jurisdiction:
 - Municipalities
 - Counties
 - Townships
 - MPO/RPC
- Councils of Government
- Local, regional or state agencies
 - Health Dept.
 - Police Dept.
- Non-profit organizations
 - PTO/PTA
 - Community orgs.
 - Health associations
- **Note:** Sponsor will administer the project and act as fiscal agent

Key Requirements – Non-Infrastructure



- **Non-Infrastructure Projects**
 - Award maximum: \$100,000
 - Structured mini-grants maximum: \$25,000
 - Award minimum: \$2,500
- **GATA required** for all non-infrastructure applications
- Must be **completed + invoices closed** before completion of full school year
 - Example: If awards announced March 2024, project must be complete by May 2025



Eligible Projects – Non-Infrastructure



- **Non-Infrastructure Project Types**

- Enforcement, Education, Encouragement
- Evaluation, Equity & Engagement
- Mini-Grants **(NEW!)**

- **Eligible Costs:**

- Equipment and Supplies
- Educational Materials
- Promotions, Incentives, or Publicity
- Planning and Evaluation
- Associated Education and Training
- Printing and Copying

Bike Safety Activity Sheet (Ages 4 to 7)



ACTIVITY #9: WORD FIND

Find the words listed on the left in the group of letters on the right. Circle the word when you find it.



HELMET

G B R H K Q R R

RED

Y R W G B I K E

STOP

E O E R U A L D

GREEN

L Y H E L M E T

BIKE

L W V O N G R S

YELLOW

O U B I S T O P

W X K R E N J K



WORD SCRAMBLE

Curtis is ready to go to school.

Help him reveal these important safety tips so you can both stay safe as you walk and bike. Can you solve the puzzle?

Possible Answers: SIDEWALK, RIGHT, SIGNS, DRIVERS, TRAFFIC, SAME, AGAINST, STOP, LIGHTS

- 1 Stop. Look left, right, and left again to look for **RTIFAF** before crossing the street.
- 2 Before crossing the street, make eye contact with **VIRESRD** to make sure they see you. Wait for cars to **TSPO** before you walk.
- 3 When possible, always walk on a **IDKALWES**. If there is no sidewalk, walk on the left side of the street **TGAJANS** traffic.
- 4 Ride to the **IRTHG**. When riding your bike on the street, always ride in the **AESM** direction that cars go.
- 5 Always stop at stop **SSING** and stop **GSIHLT**.

Write your answers:

ANSWERS: 1. TRAFFIC 2. DRIVERS 3. SIDEWALK 4. AGAINST 5. SIGNS, LIGHTS

Enforcement



Enforcement – Crossing Guard Training Program, Parent or Student Patrol Program, Equipment for Crossing Guard or Parent/Student Patrols



Education



Education

- Educational materials
- Bicycle rodeo
- Personal safety skills class for students/parents
- Educate parents/caregivers about safe driving procedures at schools
- Training workshops



Encouragement



Encouragement

- SRTS promotional campaigns and materials
- Modest rewards for SRTS contests/events
- Walking School Bus or Bike Train
- International Walk or Bike to School event
- Walking/Biking Mileage Clubs



Evaluation



Evaluation

- Costs for data gathering, analysis, and reporting at the local level
- Photocopying and printing costs
- Postage costs
- Measuring Parent/Guardian/Student/Law Enforcement perceptions of safety
- SRTS Corridor Plan

Suggested Walking and Biking Routes | Village of Glencoe



MURPHYSBORO SIDEWALK INVENTORY WORKSHEET



INSTRUCTIONS: Each partner should pick a side of the street to walk down. Fill out one worksheet for each side of the street, answering each of the below question. Use your map to confirm the condition and presence and note where changes are needed. If you're not sure how to classify a condition, refer to your visual checklist for guidance. Record any additional observations at the bottom of the worksheet.

ABOUT YOUR STREET

Street Name _____ between _____ and _____
Side of Street? N S E W Direction you walked? N S E W Walk Area: _____

1. VERIFY THE SIDEWALK PRESENCE

Reference your map and visual dictionary. Is the sidewalk presence is correct on the map? Y N

If you answered no, please note which changes are needed and where they are located:

What is incorrect, please select: Address(es) to change OR entire block:
☐ No sidewalks ☐ Sidewalks are not continuous
☐ No sidewalks ☐ Sidewalks are not continuous

2. VERIFY THE SIDEWALK CONDITION

Reference your map and visual dictionary. Is the sidewalk condition is correct on the map? Y N

If you answered no, please note which changes are needed and where they are located:

Change the condition rating to: Address(es) to change OR entire block:
☐ Excellent ☐ Good ☐ Fair ☐ Poor
☐ Excellent ☐ Good ☐ Fair ☐ Poor
☐ Excellent ☐ Good ☐ Fair ☐ Poor
☐ Excellent ☐ Good ☐ Fair ☐ Poor

3. STREET TREES

Are there trees adjacent to the sidewalks that could be impacted by sidewalk construction?

Address(es) OR entire block:

4. INTERSECTION

When you reach the intersection at the end of the block, answer the following:

Change the condition rating to: Intersection name and side of the street:
 The crosswalk is not marked or is poorly marked: Y N
 There's no curb ramp for-at the crossing: Y N
 The road is too wide to safely cross: Y N
 Parked cars block my view of traffic: Y N
 If there is a traffic signal, there is not enough time to cross: Y N
 Other observations: _____

Equity & Engagement



Equity & Engagement

- Costs for gathering feedback from disadvantaged, historically underserved areas within the community regarding safety concerns and needs for students walking/biking/rolling to school.
- Community-wide events that promote safe walking, bicycling, and rolling for school aged children.
- Costs for organizing a SRTS program and committee within a school or district.
- Safety Walk Audit for schools.
- Walkability or Bikeability event to determine gaps or hazards for students on their path to school.

Mini-grants



Covers pre-event, event, and post-event materials including printing costs and supplies based on number of students participating (\$25,000 max award).

- **Walk & Roll to School Day or Bike & Roll to School Day Event**
- **Bicycle Rodeo or Bicycle Safety Clinic Event** (materials for bicycle inspections, helmet fittings, course set-up, bicycle maintenance, and educational resources)
- **Pedestrian and Bicycle Personal Safety for Students** (educational materials for classes)



Mini-grants



Covers pre-event, event, and post-event materials including printing costs and supplies based on number of students participating (\$25,000 max award).

- **Pop-up Traffic Garden - temporary, semi-permanent, or permanent** (materials for traffic garden where students learn to ride on a “street” while obeying traffic signs, using hand signals, and being aware of other vehicles)
- **Crossing Guard Training** (supplies and training materials)



Image credit: Northern Virginia Magazine

Ineligible Projects



- Operational costs (staff time, salaries, overhead)
- Food and beverages
- Reorganizing pick-off/drop-off
- School bus safety and bus stop improvements
- Portable speed feedback trailers





Proposal Scoring



Proposal Scoring



- General Project Focus
- Demonstration of Need
- Project Detail and Cost Estimates
- Hazards and Barriers
- Potential for Improving Walking and Bicycling

Proposal Scoring



- Consultation and Support
- Confirmation of PE and ROW status
- Previous SRTS Award Performance
- Enrollment data (ISBE)
- Number of low-income students and disabled students impacted from Illinois School Report Cards (ISBE)

Additional tips



- For infrastructure projects, start at the **front door** of the school – address issues here first and then move outwards.
- Submitting **BOTH** an infrastructure and non-infrastructure application could help your scores.
- Show **community support**.
- For non-infrastructure projects, consider potential **volunteers** – teachers, parents, high school students, other community members.





SRTS Application Requirements



Required Documents



- **Illinois SRTS Funding Application**
- **Resolution of Financial Commitment AND Letter of Support** from sponsoring roadway authority for any affected roadway.
- **Resolution OR Letter of Support** from School District.
- Projects on state routes: **Letter of Allowance** from your IDOT district (contact your local roads engineer/office)
- **Detailed Cost Estimate** (prepared by an engineer)
- **Parent Surveys and Student Tallies** (summary of results only)

Required Documents



GATA

- Have a GATA Portal account at grants.illinois.gov/portal/
- Required **EXCEPT** for Local Public Agencies (LPAs) for infrastructure applications
- Required for **ALL** non-infrastructure applications
- 4 documents required:
 - Uniform Grant Application
 - Programmatic Risk Assessment
 - Grant Budget Template
 - Disclosure of Conflicts of Interest
- IDOT GATA support: DOT.GATA@Illinois.gov

Optional Documents



- **Additional Letters of Support from project partners** e.g. MPO, PTAs/PTOs, Local School Councils, non-profits, law enforcement, businesses, public health agencies
- **Other supporting documents:** Photos, designs, school wellness policy, walk audit findings, event photographs, speed studies.

Submitting your Application



- Electronic application packets must be received by IDOT by **4:30 pm CDT on Monday, October 2, 2023**
- Hard copy NOT required!
- Award announcements expected **Spring 2024**



General Tips



Finding your local IDOT contact



- Call your local IDOT district office and ask for your Local Roads Office.
- Contact information at idot.illinois.gov/about-idot/idot-regions



General Tips



- Start collecting **letters of support**
 - MPO, parent groups, law enforcement, businesses, etc.
- **Demonstrate community support**
 - Student/parents surveys and tallies, public meeting outputs, letters of support, checklists, etc.
- Start crafting a **needs statement**
 - What unique problems will your project solve?
- Gather **collateral data** that could help make your case
 - Traffic study, crashes, health, air quality, etc.
- If needed, **reach out to engineering firms** to see if they can help provide a detailed cost estimate or other support.

Engineering Support



- Cost estimates need to be done accurately, by an engineer.
- Several engineering firms have some capacity to offer **application support to high-need communities**. Contact list available at activetrans.org/SRTS

Engineering Firms

Antero Group
Baxter & Woodman
C.E.S.
Christopher B. Burke Engineering
Civil Design
Civiltech Engineering
Epstein
Knight & Associates Surveying
Milano & Grunloh Engineers
Morris Engineering
Patrick Engineering
Piggush Engineering
Robinson Engineering
Terra Engineering
WBK Engineering LLC



Questions?



Questions?



Next webinar is **Wednesday, August 23 for general Q&A**

- **SRTS applications due October 2!**
- Get in touch with IDOT at DOT.SafeRoutes@Illinois.gov
- SRTS Guidelines and Application available at www.idot.illinois.gov
- Visit activetrans.org/SRTS for webinar recordings and SRTS resources. Other questions, email maggie@activetrans.org

Next steps for applicants



Get in touch with ...

- School(s) & School District
- Government agencies impacted by project
- MPO/RPC
- IDOT District Local Roads Office for project questions
- Partners and stakeholders for LOS
- Engineer for cost estimate

Get started on GATA forms and create a plan for distributing parent surveys/student tallies and completing the walking/biking checklists.