

ACTIVE TRANSPORTATION PROGRAM CYCLE 1 APPLICATION

Project name: San Mateo County Safe Routes to School for Health and Wellness

For Caltrans use only: TAP STP RTP SRTS SRTS-NI SHA
 DAC Non-DAC Plan

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I. GENERAL INFORMATION

Project name: San Mateo County Safe Routes to School for Health and Wellness

(fill out all of the fields below)

1. APPLICANT (Agency name, address and zip code) San Mateo County Office of Education	2. PROJECT FUNDING ATP funds Requested \$ <u>900,000.00</u> Matching Funds \$ _____ (If Applicable) Other Project funds \$ <u>3,136,000.00</u> TOTAL PROJECT COST \$ <u>4,036,000.00</u>
3. APPLICANT CONTACT (Name, title, e-mail, phone #) Denise Porterfield, Deputy Superintendent dporterfield@smcoe.org 650-802-5512	5. PROJECT COUNTY(IES): San Mateo County
4. APPLICANT CONTACT (Address & zip code) 101 Twin Dolphin Drive Redwood City, CA 94065	7. Application # <u>1</u> of <u>1</u> (in order of agency priority)
8. CALTRANS DISTRICT #- Click Drop down menu below District 4	

Area Description:

8. Large Metropolitan Planning Organization (MPO)- Select your "MPO" or "Other" from the drop down menu>	MTC Metropolitan Transportation Commission ▼
9. If "Other" was selected for #8- select your MPO or RTPA from the drop down menu>	▼
10. Urbanized Area (UZA) population (pop.)- Select your UZA pop. from drop down menu>	Within a Large MPO (Pop > 200,000) ▼

Master Agreements (MAs):

11. Yes, the applicant has a FEDERAL MA with Caltrans.

12. Yes, the applicant has a STATE MA with Caltrans.

13. If the applicant does not have an MA. Do you meet the Master Agreement requirements? Yes No
The Applicant MUST be able to enter into MAs with Caltrans

Partner Information:

14. Partner Name*:	15. Partner Type
16. Contact Information (Name, phone # & e-mail)	17. Contact Address & zip code

Click here if the project has more than one partner; attach the remaining partner information on a separate page

*If another entity agrees to assume responsibility for the ongoing operations and maintenance of the facility, documentation of the agreement must be submitted with the application, and a copy of the Memorandum of Understanding or Interagency Agreement between the parties must be submitted with the request for allocation.

Project Type: (Select only one)

18. Infrastructure (IF) 19. Non-Infrastructure (NI) 20. Combined (IF & NI)

Project name: San Mateo County Safe Routes to School for Health and Wellness

I. GENERAL INFORMATION-continued

Sub-Project Type (Select all that apply)

21. Develop a Plan in a Disadvantaged Community (select the type(s) of plan(s) to be developed)
 Bicycle Plan Safe Routes to School Plan Pedestrian Plan
 Active Transportation Plan

(If applying for an Active Transportation Plan- check any of the following plans that your agency already has):

- Bike plan Pedestrian plan Safe Routes to School plan ATP plan

22. Bicycle and/or Pedestrian infrastructure
Bicycle only: Class I Class II Class III
Ped/Other: Sidewalk Crossing Improvement Multi-use facility

Other:

23. Non-Infrastructure (Non SRTS)
24. Recreational Trails*- Trail Acquisition
***Please see additional Recreational Trails instructions before proceeding**
25. Safe routes to school- Infrastructure Non-Infrastructure

If SRTS is selected, provide the following information

26. SCHOOL NAME & ADDRESS:

Applying on behalf of the Schools listed in Appendix B.

27. SCHOOL DISTRICT NAME & ADDRESS:

Applying on behalf of the Districts listed in Appendix A.

28. County-District-School Code (CDS) 41 10413 0000000	29. Total Student Enrollment 93,672	30. Percentage of students eligible for free or reduced meal programs ** 36.30
31. Percentage of students that currently walk or bike to school 41%	32. Approximate # of students living along school route proposed for improvement 60,887	33. Project distance from primary or middle school Projects located at school sites

**Refer to the California Department of Education website: <http://www.cde.ca.gov/ds/sh/cw/filesafdc.asp>

- Click here if the project involves more than one school; attach the remaining school information including school official signature and person to contact, if different, on a separate page

II. PROJECT INFORMATION

1. Project Location

The *Safe Routes for Health and Wellness* project will be located at all 174 San Mateo County Schools.

Direct, hands-on support will be provided to schools within communities of concern. A map of the twenty-three school districts of San Mateo County is included in Appendix D.

2. Project Coordinates

Latitude
(Decimal degrees)

Longitude
(Decimal degrees)

3. Project Description

The San Mateo County Office of Education's *Safe Routes to School for Health and Wellness* program is designed to increase the number of children who bike and walk to school with a focus on long term sustainability. Three key goals have been identified to facilitate long-term sustainability and increased numbers of children walking and bicycling to school. The key goals include:

1. Embed Safe Routes to School Education into existing Physical Education and Health Education classes by developing program resources and providing professional development for San Mateo County K-12 Educators
2. Assist San Mateo County School Administrators with the development of healthy and safe school travel environments and school campuses
3. Empower families and communities to provide ongoing Safe Routes to School education and to facilitate other key program elements

The San Mateo County Office of Education currently operates a Safe Routes to School program modeled after the National Safe Routes to School Partnerships five E's of Education, Encouragement, Engineering, Enforcement, and Evaluation (National Safe Routes Partnership, retrieved from <http://saferoutespartnership.org/local/getting-started-locally/5es>). This program has been made possible with carbon mitigation funding from the City/County Association of Governments of San Mateo County and the Metropolitan Transportation Commission. Evaluation data suggests that from 2012 to 2013, program efforts have decreased the percentage of children driven to school in single-family vehicles from 61% to 52%. Consequently, evaluation data suggests that increased numbers of students are biking, walking, carpooling, and using public transit.

On the surface, the San Mateo County Safe Routes to School program demonstrates successful project initiation. However, because the program is funded with program dollars for carbon mitigation, funding guidelines strictly limit how program dollars can be spent. As such, the program and its success are heavily dependent upon outside support in the form of vendors to provide much of the Safe Routes to School related education.

Safe Routes for Health and Wellness, under the guidance of a program coordinator, would shift the San Mateo County Safe Routes to School program to a more sustainable program model utilizing a transformational leadership model focused on building the internal capacity of educators, school communities and parents (Fullan, 2003). In this vein, the program would include three components to address three critical areas of long term program sustainability. The components would include in class education aligned to existing education standards, the development of school cultures that support safe and healthy school travel, and the empowerment of parents and community to embrace active forms of transportation.

The education element of the project will blend Safe Routes to School education with existing education standards and with six of the nine components of the Centers for Disease Control and Prevention's (CDC) Coordinated School Health Model (CDC, retrieved from <http://www.cdc.gov/healthyyouth/cshp/components.htm>). The six components of the Coordinated School Health Model include health education, physical education, nutrition education, health promotion for staff, family/community involvement, and a healthy and safe school environment. This merger would be reflected in the development and implementation of Safe Routes to School health, skills, safety, and physical education lessons in grades K, 2, 4, 7, and 10 (California Department of Education, retrieved from <http://www.cde.ca.gov/ci/he/>). These grades include specific health and safety standards that align with Safe Routes to School and the Coordinated School Health Model. Embedding Safe Routes to School Education into existing school curriculum will institutionalize Safe Routes to School and ensure all children in San Mateo County can safely participate in program activities.

This program will also facilitate the development of safe and supportive school climate and travel cultures, as reflected through the development of a Safe and Supportive School Travel Kit. The kit will support school administrators with the development of school cultures that embrace active forms of transportation. The kit will also support school administrators with fostering safe school travel environments, free from the negative effects of bullying. Addressing school cultures and travel environments will increase access to biking and walking for many students.

The parent and community empowerment element of the *Safe Routes for Health and Wellness* program will also include the development of a kit. The kit will include a list of best practices for engaging and empowering parents and community members. It will also include resources for promoting safe driving, encouraging active forms of transportation, and engaging stakeholders such as law enforcement and public works departments. This element is essential for the long term sustainability for the program as parents and caregivers often decide how students get to school.

The program resources and the development of a program model with an eye toward long term sustainability is supported by schools and school districts of San Mateo County (Appendix C). Successful implementation of this project will embed Safe Routes Education into the traditional educational curriculum, the school culture, and the culture of communities.

4. Project Status

The San Mateo County Safe Routes to School Program has fostered the development of a robust task force that includes representation from every school district in San Mateo County. This task force has already conducted a comprehensive review of existing materials and identified areas of need as well as areas for improvement. This task force will be used to facilitate the development and implementation of materials developed through this program.

III. SCREENING CRITERIA

1. Demonstrated Needs of the Applicant

The San Mateo County Office of Education's *Safe Routes to School for Health and Wellness* program is designed to increase the number of children who bike and walk to school with a focus on long term sustainability. Three key goals have been identified to facilitate long term sustainability and increased numbers of children walking and bicycling to school. The key goals include:

1. Embed Safe Routes to School Education into existing Physical Education and Health Education classes by developing program resources and providing professional development for San Mateo County K-12 Educators
2. Assist San Mateo County School Administrators with the development of healthy and safe school travel environments and school campuses
3. Empower families and communities to provide ongoing Safe Routes to School education and to facilitate other key program elements

The present San Mateo County Safe Routes to School Program was initiated in October 2011 and is funded with carbon sequestration dollars. While the funding source has been untraditional, creative use of the funds has allowed for initial program success. For example, in San Mateo County in Fall 2012, 65% of children who lived ½ mile from school were driven in vehicles containing only family members. By Fall 2013, the percentage of children living ½ mile from school and being driven in vehicles only containing family members decreased to 31%.

Unfortunately, this level of success is heavily dependent upon an outside stream of funding. As previously noted, all Safe Routes to School safety, skills, and basic program education has been provided by contracted. *Safe Routes for Health and Wellness* builds upon the existing Safe Routes to School model to improve its effectiveness. The *Safe Routes for Health and Wellness* program model also reflects careful consideration for the current education landscape as educators are largely focused on successful implementation of new instructional standards, the coordinated school health model, and Local Control Accountability Plans (LCAP).

The classroom education component of the *Safe Routes for Health and Wellness* embeds Safe Routes to School Education into health and physical education in grades K, 2, 4, 7 and 10 (California

Department of Education, retrieved from <http://www.cde.ca.gov/ci/he/>). At these grade levels, health and physical education include standards aligned to the safety, skills, and health education components of Safe Routes to School. This approach aligns with the educational focus of providing instruction aligned to adopted standards. This approach also enables schools to address many elements of the Coordinated School Health Model (Centers for Disease Control and Prevention, <http://www.cdc.gov/healthyyouth/cshp/components.htm>).

The safe and supportive school travel climate element of the program also supports educational institutions with addressing healthy and safe school environments while promoting health for staff. School environment and staff health are two elements of the Coordinated School Health Model. These elements will be reflected in the development of a kit that will include a list of best practices for shifting school cultures and for promoting safe travel environments, free from the negative effects of bullying. All school administrators will receive training and ongoing support with implementation. Empowering administrators to address barriers to walking and biking to school such as bullying will also assist school administrators with implementing the Coordinated School Health Model and the goals of *Safe Routes for Health and Wellness*.

Lastly, the parent and community engagement element of the *Safe Routes for Health and Wellness* program is beneficial for long term Safe Routes to School program sustainability as it fosters a culture shift that embraces Safe Routes to School. The parent and community empowerment kit will include a list of best practices for engaging and empowering parents and community members. It will also include resources for promoting safe driving, encouraging active forms of transportation, and engaging stakeholders such as law enforcement and public works departments. This element aligns with the parent and community engagement element of the Coordinated School Health Model and also closely aligns with the requirements of Local Control Accountability Plans (LCAP) (California Department of Education, retrieved from <http://www.cde.ca.gov/fg/aa/lc/lcffoverview.asp>).

In short, the merger of Safe Routes to School with education standards, the Coordinated School Health Model, and Local Control Accountability Plans will enable comprehensive Safe Routes to School safety and health education to be embedded into school curriculum, into school cultures, and into community cultures for systemic and lasting change. During this particularly taxing time for schools in which nearly everything related to the field of education has shifted, alignment with existing priorities ensures that the development and implementation of sustainable Safe Routes to School programs is embraced and becomes part of the school and community culture. Under the guidance of a Program Coordinator, the result of program efforts will include development and implementation of a Health and Physical Education Kit, a Safe and Supportive School Travel Kit, and a Community Empowerment Kit that can be used in other regions as well.

2. Consistency with Regional Transportation Plan

Two goals from the *San Mateo County Comprehensive Bicycle and Pedestrian Plan*¹, adopted September 8, 2011, closely align with the proposed project. These two goals include “more people walking and riding for transportation and recreation” and “improved safety for bicyclists and pedestrians.” The safe school travel and community empowerment elements of the proposed project will support a culture shift that embraces walking and bicycling. This will increase the number of students who walk and ride to and from school for transportation. Additionally, the direct student education elements of the proposed project include safety education. This will improve safety for bicyclists and pedestrians.

¹ An annotated version of this plan and its companion document, *A Resource Guide for the Education, Promotion, Funding, and Design of Bicycle and Pedestrian Facilities*, is available for download from <http://bit.ly/smcregionalplan>

IV. NARRATIVE QUESTIONS

1. POTENTIAL FOR INCREASED WALKING AND BICYCLING, ESPECIALLY AMONG STUDENTS, INCLUDING THE IDENTIFICATION OF WALKING AND BICYCLING ROUTES TO AND FROM SCHOOLS, TRANSIT FACILITIES, COMMUNITY CENTERS, EMPLOYMENT CENTERS, AND OTHER DESTINATIONS; AND INCLUDING INCREASING AND IMPROVING CONNECTIVITY AND MOBILITY OF NON-MOTORIZED USERS. (0-30 POINTS)

A. Describe how your project encourages increased walking and bicycling, especially among students.

The current San Mateo County Office of Education Safe Routes to School Program facilitates increased walking and biking among students through the implementation of comprehensive school programs that address the five Es recommended by the National Safe Routes to School (National Safe Routes Partnership, retrieved from <http://saferoutespartnership.org/local/getting-started-locally/5es>). The five Es include Education, Encouragement, Enforcement, Engineering, and Evaluation. The current program structure has facilitated an overall decrease in the number of children who are arriving by single-family vehicles from 61% in Fall 2012 to 52% in Fall 2013. For children living a half mile from school campuses, the percentage of children who are biking and walking as a means of traveling to and from school has increased 270%.

Unfortunately, given the unusual funding structure and reliance upon outside vendors for education, these positive changes are not sustainable as they require ongoing funding to provide student education. In considering factors that have led to the initial success of the San Mateo County Safe Routes to School program, the education element is one of the key components. San Mateo County Safe Routes to School evaluation data suggests that 40% of San Mateo County parents feel more comfortable allowing their children to walk and bicycle to school after direct safety instruction through hands on activities, in class lessons or assemblies. The *Safe Routes for Health and Wellness* embeds Safe Routes to School education into the school instructional program in grades K, 2, 4, 7 and 10 (California Department of Education, retrieved from <http://www.cde.ca.gov/ci/he/>). This approach will facilitate an increase in parent comfort with allowing children to walk and bicycle to school while also fostering long term sustainability.

Another key component of the project that fosters increased pedestrian and cyclist activity fostering is the development of school and community cultures that embrace active forms of transportation. Research

conducted by the Josephson Institute suggests that encouragement activities will initiate a positive change, but without a culture shift, program activities will plateau after three years followed by a decline (Josephson, M, retrieved from <http://whatwillmatter.com/2013/07/what-is-the-most-difficult-ceo-job-in-the-nation-i-nominate-school-principal/>). 46% percent of San Mateo County parents report walking and biking more after participating in encouragement activities such as Walk and Roll Days, Bike Trains, and Walking Buses. Despite robust participation at present, several factors suggest that San Mateo County must address long term cultural shifts if the changes initiated are to be lasting changes. San Mateo County Safe Routes to School is only in its third year of implementation and as such is still a relatively new program. According to the research presented by the Josephson Institute, high participation rates in encouragement activities will likely plateau without a cultural shift. In addition to the research conducted by the Josephson Institute, the need for a culture shift is evident in parent evaluation data. 66% of San Mateo County parents continue to report that drivers speed along routes and 61% of parents report that there is a large volume of traffic along the route their children walk to school. Two elements of *Safe Routes for Health and Wellness*, the Safe and Supportive School Travel Kit and Parent and Community Empowerment Kit, facilitate a school and community culture shift. Supporting school administrators with developing school cultures that embrace active transportation will facilitate culture shifts at school sites, while empowering communities to embrace active transportation will facilitate a larger community shift.

In summary, by embedding Safe Routes to School instruction into the school curriculum, supporting school administrators with facilitating shifts in school cultures, and empowering communities to foster shifts within the culture of the community, parent concerns will be addressed and barriers to participation will be removed. This approach will foster increased pedestrian and cyclist activity while also facilitating long-term program sustainability.

B. Describe the number and type of possible users and their destinations, and the anticipated percentage increase in users upon completion of your project. Data collection methods should be described.

The San Mateo County Office of Education supports twenty-three school districts with the implementation of Safe Routes to School events, activities, and education. As such, the program supports

approximately 93,672 San Mateo County students in grades K-12. At present 41% of San Mateo County students walk or bike to school, while 51% are driven in vehicles only containing children from the student's family.

In San Mateo County, 57% of children live within 1 mile of school and 81% live within 2 miles of school. It is projected that as a result of program education and culture shifting activities, 65% of San Mateo County children, or rather approximately 60,887, will walk or bicycle as a means of getting to and from school. This would reflect a 58.5% increase in program participation. To facilitate this increase, program materials and implementation support will be provided to all school districts, regardless of the socioeconomic status of the community served. However, the level of implementation support available to schools will vary, with increased levels of support provided to communities of concern.

To measure program performance, two existing measures, including classroom tallies and parent surveys, will be utilized. The classroom tally involves San Mateo County teachers collecting two days worth of student travel data. San Mateo County teachers have received training and will receive a refresher before each data collection period in the fall and the spring. In addition, parents and caregivers will be invited to take the National Safe Routes to School parent survey in the fall and spring as well. The two sources of data will provide a comprehensive view of student travel patterns and will provide insight into why certain travel choices were made.

In addition to student travel and parent survey data, parent perceptions about their community, teacher evaluations of the curriculum, rates of volunteerism, physical fitness test performance, car/bike and car/pedestrian collisions, the percentage of students at a healthy weight, and the number of students hospitalized for asthma related illnesses will be monitored to determine if program materials are effective and if activities have an effect on active transportation perceptions, student health and collision rates.

C. Describe how this project improves walking and bicycling routes to and from, connects to, or is part of a school or school facility.

The in class education component of *Safe Routes for Health and Wellness* improves walking and bicycling routes to and from schools throughout San Mateo County by providing students with the skills

necessary to navigate any route to school and the critical thinking skills needed to determine if an alternative route should be identified. Providing students with the skills and critical thinking skills to navigate a variety of circumstances will improve their safety.

The healthy and safe school travel element of this project empowers administrators to address positive school and community climate. 38% of San Mateo County children report that they have been bullied during their travels to and from school. Of this 38%, 75% report that they stopped walking and riding to school to avoid future encounters with bullies. Providing school administrators with resources to improve school travel environments will improve student's affective walking and biking experience.

Finally, the community empowerment element of *Safe Routes for Health and Wellness* will facilitate a culture shift to support active forms of transportation. This element of the program will also provide community members with tools to initiate positive and productive conversations with public works and law enforcement departments. Through open dialogue, public works departments and law enforcement can work with community members to prioritize needs, address as many maintenance and enforcement items as possible within the city budget, and collaboratively pursue additional funding opportunities.

D. Describe how this project removes a barrier to mobility.

The parent and community empowerment element of this project facilitates the removal of barriers to mobility in communities. Many community members are unfamiliar with how to initiate constructive conversations with public works departments. Empowering community members to engage in constructive conversations will facilitate the collaborative identification of barriers and solutions.

2. POTENTIAL FOR REDUCING THE NUMBER AND/OR RATE OF PEDESTRIAN AND BICYCLIST FATALITIES AND INJURIES. (0-25 POINTS)

A. Describe the potential of the project to reduce pedestrian and/or bicycle injuries or fatalities.

Providing students direct safety and skills education through health and physical education classes will facilitate a decrease in collisions. The parent and community empowerment component of the project will facilitate a shift in driver behavior to include being aware of other users of the road. These two elements have the potential to reduce hundreds of bicycle and pedestrian collisions every year given that San Mateo County ranks ninth in California for the number of pedestrian and cyclist deaths.

B. Describe if/how your project will achieve the following:

- Eliminates behaviors that lead to collisions
- Addresses inadequate traffic control devices
- Addresses inadequate bicycle facilities, crosswalks or sidewalks

Safe Routes for Health and Wellness will facilitate a decrease in behaviors that lead to collisions and address inadequate traffic control devices, crosswalks and sidewalks. The in-class safety and skills component of the program will support students with the development of the knowledge and skills necessary to safely navigate streets, intersections, and a variety of road conditions. The parent and community empowerment element of the program will encourage communities members to increase their awareness of all road users and to exercise caution, which will decrease behaviors that lead to collisions.

In addition to addressing behaviors that lead to collisions by supporting students with the development of safe handling skills and knowledge, the health education will support the development of critical thinking skills necessary to address inadequate traffic control devices, crosswalk and sidewalks. For instance, a key component of safety instruction is route planning. Students will be taught to use their knowledge of the existing infrastructure to plan safe routes. This will limit collisions where infrastructure improvements may be necessary and will subsequently address challenges in the built environment.

C. Describe the location's history of events and the source(s) of data used.

San Mateo County is 741 square miles. The northern and northeast parts of the county are very densely populated with largely urban and suburban areas and the south and west central areas of the county are less densely populated with rural environments and coastal beach areas. San Mateo County is ranked ninth in the state for the high number of pedestrian deaths and injuries. During the period of 2009 through 2011, 876 pedestrian and 586 bicycle collisions involving children in elementary and middle schools were reported. During this period, there were nine (9) fatalities reported. This data was provided by SafeTREC Transportation Injury Mapping System (TIMS) at University of California, Berkeley.

In addition to data available through TIMS, seventy-two San Mateo County Schools have conducted formal walkability and bikeability audits at their sites. All audit reports note unsafe driver behavior such as

speeding and illegal parking, unsafe pedestrian behaviors such as running through traffic and jaywalking, and unsafe cyclist behaviors such as riding the wrong way, ignoring stop signs, and not wearing helmets. All audit reports note that student and parent education are key strategies for addressing unsafe behaviors.

3. PUBLIC PARTICIPATION and PLANNING (0-15 POINTS)

A. Describe the community based public participation process that culminated in the project proposal.

The *Safe Routes for Health and Wellness* proposal is based on an extensive public participation process.

The San Mateo County Safe Routes to School Coordinator shared Safe Routes to School Program Performance Presentations at the school board meetings of every school district in San Mateo County. The presentations were conducted at regularly scheduled, public meetings. All presentations concluded with a request for input on bolstering the sustainability of the San Mateo County Safe Routes to School Program. Input was received during the meetings and via e-mail and phone calls following the presentations. Additional input was gathered via a Safe Routes to School information table at community events. A few agendas and photos are included in Appendix E.

Public input highlighted several priority areas for program sustainability. These areas include: school district program coordinators; Safe Routes alignment with school/district/education initiatives; integration of Safe Routes to School into existing school programs; family/community engagement and empowerment; safe travel environments; school/district policy; and an active transportation culture shift.

The San Mateo County Safe Routes to School Program Coordinator shared the list with San Mateo County Safe Routes to School District-level Coordinators. The Program Coordinator and District-level Coordinators categorized actions as either “in progress” or “not in progress,” as summarized below.

In Progress	Not In Progress
<ul style="list-style-type: none"> • District Level Safe Routes Program Coordinators 	<ul style="list-style-type: none"> • Safe Routes Program Alignment with School/District/Education Initiatives <ul style="list-style-type: none"> • Physical Education Standards • Coordinated School Health Model • Local Control Accountability Plans
<ul style="list-style-type: none"> • Safe Routes Program Alignment with School/District/Education Initiatives <ul style="list-style-type: none"> • Common Core State Standards (English and Math) • Next Generation Science Standards 	<ul style="list-style-type: none"> • Integration of Safe Routes to School into Existing School Programs
<ul style="list-style-type: none"> • Family/Community Engagement 	<ul style="list-style-type: none"> • Family/Community Empowerment
<ul style="list-style-type: none"> • School District Safe Routes Policy Development 	<ul style="list-style-type: none"> • Safe Travel Environment (Addressing Bullying)

B. Describe the local participation process that resulted in the identification and prioritization of the project:

District-level Coordinators shared the final list of items that were “not in progress” with school principals for prioritization. Items that were already in progress were removed from the prioritization process to provide clarity regarding next steps for the Safe Routes to School program. School principals, with support from school staff and parents, rank ordered the list as either high, medium or low priority as summarized in the table below.

Priority Area	Rank Order
<ul style="list-style-type: none"> • Safe Routes Program Alignment with School/District/Education Initiatives <ul style="list-style-type: none"> • Physical Education Standards • Coordinated School Health Model • Local Control Accountability Plans 	High
<ul style="list-style-type: none"> • Integration of Safe Routes to School into Existing School Programs 	High
<ul style="list-style-type: none"> • Family/Community Empowerment 	Medium
<ul style="list-style-type: none"> • Safe Travel Environment (Addressing Bullying) 	High
<ul style="list-style-type: none"> • Active Transportation Culture Shift 	Medium

The prioritization process suggested high priorities for the sustainability for the San Mateo County Safe Routes to School program. Priorities included program alignment to existing education initiatives, integration of Safe Routes to School education elements into existing school programs, and safe school travel environments. Other top priorities included facilitating a shift in school and community cultures to embrace active forms of transportation and family and community empowerment. These priorities are reflected in the program goals as listed in section 2, question 3 and in section 2, question 1.

C. Is the project cost over \$1 Million? No

4. COST EFFECTIVENESS (0-10 POINTS)

A. Describe the alternatives that were considered. Discuss the relative costs and benefits of all the alternatives and explain why the nominated one was chosen.

For the purposes of the cost benefit analysis, the table below summarizes relative costs and sources for the costs.

Item	Cost	Source
Pedestrian and Cyclist Injury Accident	\$126,985/incident	National Institute of Health; retrieved from http://www.ncbi.nlm.nih.gov/pmc/articles/PMC3217422/
Treatment of Diabetes	\$7,900/year	American Diabetes Association; retrieved from http://www.diabetes.org/advocacy/news-events/cost-of-diabetes.html
Asthma Emergency Room Visit	\$234.38/visit	National Institute of Health; retrieved from http://www.ncbi.nlm.nih.gov/pubmed/10390402
Asthma Three Day Hospital Stay	\$3,102.53/visit	National Institute of Health; retrieved from http://www.ncbi.nlm.nih.gov/pubmed/10390402
Social Cost of Carbon Emissions	\$25/ton, calculations with this factor presume one gallon of gas produces roughly 20 pounds of carbon emissions	Paul, A., Beasley, B. & Palmer, K. (2013). Carbon Emissions at Social Cost, retrieved from http://www.rff.org/RFF/Documents/RFF-DP-13-23-REV.pdf

Utilizing the figures above, the table below summarizes current San Mateo County Costs.

Item	Individual Cost	Annual Total	Annual Cost
Pedestrian and Cyclist Injury Accident	\$126,985/incident	~731 (TIMS)	\$92,826,035
Treatment of Diabetes	\$7,900/year	37,000 (http://cfpa.net/GeneralNutrition/CFPAPublications/CountyProfiles/2010/CountyProfile-SanMateo-2010.pdf)	\$292,300,000
Asthma Emergency Room Visit	\$234.38/visit	229 (kidsdata.org)	\$53,673.02
Asthma Three Day Hospital Stay	\$3,102.53/visit	126 (kidsdata.org)	\$390,922.56
Social Cost of Carbon Emissions	\$25/ton, calculations with this factor presume approximately one pound of carbon is released for every mile driven	<ul style="list-style-type: none"> 51% of 93,672 San Mateo County Students are driven approximately 1 mile to and from school, for a total daily trip of 2 miles 95,545 miles driven = 95,545 pounds of carbon released ~48 tons of carbon produced 	\$1200
TOTAL			\$385,571,831.58

The sustainability of the San Mateo County Safe Routes to School program has been a topic of discussion amongst program implementers and key stakeholders since program inception. Two options, described below, were considered.

Option 1: Train Parents to Provide Education

Total Project Cost: \$225,000 over 2 years (\$112,500/annually)

Product: Parent Education Kit, Safe Routes to School Education Led by San Mateo County Parent Volunteers
Health and Social Cost Savings/Total Benefit: \$250,621,690.50

In considering how one initiates a shift in cultural norms, the program stakeholders determined that parent concerns are a major deciding factor when it comes to how children get to and from school. Parent

evaluation data suggests that parents consider a multitude of factors such as traffic speed, the age of their child, the route options to school, the family's interest in active transportation, and their child's skill and knowledge of safe practices (San Mateo County Safe Routes to School Program Evaluation Data). In considering program sustainability with the effectiveness of the five E model, the need for parents to embrace Safe Routes to School became poignantly clear. As such, the proposed alternative would involve schools continuing their efforts with encouragement, enforcement, engineering, and evaluation, but the Safe Routes to School education would be provided by parents. With the appropriate training, access to materials, and support, parent volunteers could coordinate and host weekend bike rodeos to provide education to children. The cost of parent led education would cost approximately \$225,000. This would include the hiring of a content expert for two years to develop educational materials and to lead parent volunteer trainings at approximately \$85,000/year. This cost would also include part-time staff to assist with implementation and the acquisition of educational materials at a cost of \$55,000 total.

Upon considering cost benefits, the stakeholder team set a goal to increase the percentage of San Mateo County children who walk or bicycle to school from 41% to 65%. For calculations, the team presumed that 65% of students would benefit from program activities and as such, 65% of current accident, asthma, diabetes, and carbon emissions would be saved. 65% of the figure from the current San Mateo County costs, results in a saving of \$250,621,690.50.

Parent led education would be impactful to children and following the initial investment for training and materials, would require minimal funding as the services would be provided by volunteers. However, the challenge with this alternative was that it failed to address concerns about the long-term sustainability of the San Mateo County Safe Routes to School program. Parent volunteers tend to last only as long as their children attend school. So, if a group of dedicated parent educators failed to inspire others to carry on the program efforts, the education component of Safe Routes to School would diminish greatly.

Option 2: Current Project Proposal "Safe Routes for Health and Wellness"

Total Project Cost: \$900,000

Products: Health/Wellness and Physical Education Lessons, Safe and Supportive School Travel Climate Kit, and Parent and Community Empowerment Kit

Health and Social Cost Savings/Total Benefit: \$250,621,690.50

Upon considering the need for long term sustainability regardless of program funding levels, the effectiveness of the five E model, and the importance of parents and community in shifting school travel patterns, the program implementers and key stakeholders outlined the current project proposal, *Safe Routes for Health and Wellness*. Embedding Safe Routes education into the existing school program ensures that all students have access to the curriculum, that students are taught by qualified educators, and facilitates long term sustainability. Providing all students access to education will ensure that they can safely participate in program activities and will also address one of barriers to student participation. Addressing safe school travel climates will address a key parent and student concern about bullying, thereby removing a barrier to participation. Lastly, empowering parents and community members to embrace active forms of transit will facilitate a culture shift that will also remove a barrier to participation.

The cost of *Safe Routes for Health and Wellness* is \$900,000. Similar to option 2, upon considering cost benefits, the stakeholder team set a goal to increase the percentage of San Mateo County children who walk or bicycle to school from 41% to 65%. For calculations, the team presumed that 65% of students would benefit from program activities and as such, 65% of current accident, asthma, diabetes, and carbon emissions would be saved. 65% of the figure from the current San Mateo County costs, results in a saving of \$250,621,690.50.

Safe Routes for Health and Wellness removes key barriers to student participation, facilitates long-term program sustainability, continues to recognize the importance of the five E model, and embraces the importance of parents and community members in shifting school travel patterns. This comprehensive approach will:

- Decrease the likelihood that students are involved in collisions because they have the knowledge and skills necessary to navigate communities safely
- Decrease the percentage of students who are overweight or obese by increasing student activity levels
- Decrease the frequency with which students struggle with asthma related symptoms because air quality will be improved
- Improve air quality by decreasing school related travel car emissions.

B. Calculate the ratio of the benefits of the project relative to both the total project cost and funds requested.

Using the benefit figure defined above, a total project cost of \$2,020,000², and a funding request of \$900,000, results in the benefit ratios below:

Benefit to Total Project Cost Ratio: $\$250,621,690.50 / \$2,020,000 = \$124.07$

Benefit to Program Funds Request Ration: $\$250,621,690.50 / \$900,000 = \$278.47$

5. IMPROVED PUBLIC HEALTH (0-10 points)

A. Describe how the project will improve public health, i.e. through the targeting of populations who have a high risk factor for obesity, physical inactivity, asthma, or other health issues.

Obesity and asthma are public health concerns for many San Mateo County students. 34% of San Mateo County students in grades kindergarten through twelfth are overweight or obese (Lucile Packard Foundation for Health, retrieved from <http://www.kidsdata.org/region/4/san-mateo-county/results#cat=44>). Additionally, only 33% of San Mateo County students meet basic fitness standards as measured by the California Physical Fitness Test (Lucile Packard Foundation for Health, retrieved from <http://www.kidsdata.org/region/4/san-mateo-county/results#cat=44>). Furthermore, 15.9% of San Mateo County students struggle with asthma, with particularly high rates along the eastern side of the county where most of the county's population resides and the most heavily travel transportation corridors exist (California Breathing, retrieved from <http://www.californiabreathing.org/asthma-data/county-asthma-profiles/san-mateo-county-asthma-profile>). Along the eastern side of the county, 18.3% of students struggle with asthma (Watkins, J., San Mateo County Health System, phone interview 4-16-14). The percentage of students with asthma in the eastern part of the county is one of the highest rates of asthma in the state. Supporting students with increasing activity levels through the use of active transportation will address one of the key contributors to obesity. Additionally, increasing the number of students who utilize active forms of transit will decrease the number of cars on the road. 25% of morning traffic is attributed to parents who are driving children to school. Decreasing the number of children who travel to school by car

² Other funding sources are outlined in Section 5 of the grant application

will improve air quality and the quality of life for those with asthma (Hoang, J. City/County Association of Governments, phone interview 4-16-14).

The education and Parent and Community Empowerment Kit address public health concerns. The education component embeds Safe Routes to School safety, health, and skills education into school curriculum. This makes the connection between active forms of transit and health transparent for students. Additionally, the Parent and Community Empowerment Kit of the *Safe Routes for Health and Wellness* program provides school administrators and parent leaders with tools to promote safe driving and to embrace active forms of transportation. Facilitating improvements in driver behavior ensures that those who drive do not harm cyclists and pedestrians, another public health concern, and removes a barrier to students walking and bicycling to school. These elements not only increase the sustainability of the program, they increase the likelihood that the active transportation habits students develop will be lifelong habits.

6. BENEFIT TO DISADVANTAGED COMMUNITIES (0-10 points)

A. I. Is the project located in a disadvantaged community? Yes

II. Does the project significantly benefit a disadvantaged community? Yes

a. Which criteria does the project meet? (Answer all that apply)

- Median household income for the community benefited by the project: \$85,648 median income for San Mateo County with 7.0% in poverty
- California Communities Environmental Health Screen Tool (CalEnvironScreen) score for the community benefited by the project: _____
- For projects that benefit public school students, percentage of students eligible for the Free or Reduced Price Meals Programs: 36.3% of San Mateo County students participate in the free and reduced lunch program. In San Mateo County, the distribution of students who participate in the free and reduced lunch program is not even across the county, meaning that there are communities of concern within affluent cities as well as entire cities that are communities of concern. For instance, the Ravenswood City School District serves the community of East Palo Alto. 95% of students in the Ravenswood City School District participate in the Free and Reduced Lunch program. As with many programs of the San Mateo County Office of Education, while all of San Mateo County will be supported with program efforts, communities of concern will receive additional support. More about how the program will address the unequal distribution of San Mateo County residents in need will be addressed in section B of question 6.

b. Should the community benefitting from the project be considered disadvantaged based on criteria not specified in the program guidelines? If so, provide data for all criteria above and a quantitative assessment of why the community should be considered disadvantaged.

Two additional factors should be considered upon the evaluation of San Mateo County communities including healthcare districts and the high cost of living in San Mateo County. School districts of San Mateo County that lie within healthcare district boundaries receive supplemental health and wellness funding for the employment of School District Wellness Coordinators. Nine of the twenty-three school districts in San Mateo County are not part of healthcare districts and as such, do not have access to healthcare district supplemental funds.

Another important factor to consider when evaluating the needs of San Mateo County residents and identifying communities of concern is the median household income of a community in comparison to the county’s median household income of \$85,648 in 2012 dollars (Bay Area Census, retrieved from <http://www.bayareacensus.ca.gov/counties/SanMateoCounty.htm>). Several of the most expensive places to acquire a home in the nation, including San Carlos, Atherton, Portola Valley, Woodside, and Menlo Park are located within San Mateo County (Wall Street Journal, <http://247wallst.com/special-report/2012/11/28/the-10-most-expensive-cities-to-buy-a-home/3/>). As such, households with median incomes lower than the county average face tremendous struggles. The Metropolitan Transportation Commission made similar adjustments to identifying communities of concern in its equity analysis report entitled *Strategy for a Sustainable Region* (available at http://onebayarea.org/pdf/final_supplemental_reports/FINAL_PBA_Equity_Analysis_Report.pdf)

A table summarizing cities within San Mateo County that have median household incomes lower than the county average is included below. Also noted in the table is whether the city is part of a healthcare district.

City	Median Household Income (2012 Dollars)	Healthcare District (Y/N)
Daly City	\$74,987	N
Colma	\$83,750	N
East Palo Alto	\$48,734	N
South San Francisco	\$74,158	N
San Bruno	\$75,576	Y
Burlingame	\$81,849	Y
Millbrae	\$80,763	Y
San Mateo	\$83,850	Y

The data as presented in the table highlights a chilling reality. Many of the communities of concern and the school districts that serve these communities do not have access to support from healthcare district funding. The unfortunate consequence of this is that the needs of communities of concern and the school districts in communities of concerns have limited access to additional forms of support.

In considering median household incomes, an additional element to consider is that large portions of the San Mateo County coastside are unincorporated areas of San Mateo County. Unfortunately, Bay Area Census conducted by the Metropolitan Transportation Commission and the Association of Bay Area Governments did not quantify the data for unincorporated areas of the county. As such, the needs of the unincorporated areas of San Mateo County are not accurately depicted.

B. Describe how the project demonstrates a clear benefit to a disadvantaged community and what percentage of the project funding will benefit that community, for projects using the school based criteria describe specifically the school students and community will benefit.

Safe Routes for Health and Wellness program materials and implementation support will be provided to all San Mateo County schools in order to foster the long-term sustainability of the Safe Routes to School program throughout San Mateo County. While the program will be available to all of San Mateo County communities regardless of socioeconomic status, the level of implementation support available to schools will vary. School districts in communities with median incomes lower than the county average and school districts that are not part of healthcare districts will receive intensive hands on implementation support. Affluent communities that reside within healthcare districts will receive access to the materials and technical advisory assistance with implementation.

The level of implementation support is varied because of differences in access to implementation personnel and levels of parent involvement. Healthcare districts fund district personnel who can provide trainings and facilitate program implementation. Additionally, communities with higher median incomes tend to report higher levels of parent involvement and volunteerism, while communities with lower median incomes tend to report lower levels of parent involvement and volunteerism (San Mateo County Safe Routes to School Parent Survey Data). Parent volunteers, like district health personnel, can facilitate

program implementation. As such, communities in healthcare districts and/or with higher median incomes will receive technical advisory assistance with implementation while communities outside of healthcare districts and/or with lower median incomes will receive intensive, hands on implementation support. During the implementation phases of the project, 20% of the program coordinator's and Climate Corps Fellow's time will be dedicated to technical advisory assistance and 80% of the program coordinator's and Climate Corps Fellow's time will be dedicated to hands on implementation support in communities of concern. The increased level of support and the increased amount of time dedicated to communities of concern will ensure that all students have access to the program elements.

7. USE OF CALIFORNIA CONSERVATION CORPS (CCC) OR A CERTIFIED COMMUNITY CONSERVATION CORPS (0 to -5 points)

A. The applicant has coordinated with the CCC to identify how a state conservation corps can be a partner of the project. Yes

- a. Name, e-mail, and phone # of the person contacted and the date the information was submitted to them
Virginia Clark, Virginia.Clark@ccc.ca.gov, 916-341-3147, Information was submitted on April 14, 2014

B. The applicant has coordinated with a representative from the California Association of Local Conservation Corps (CALCC) to identify how a certified community conservation corps can be a partner of the project. Yes

- a. Name, e-mail, and phone # of the person contacted and the date the information was submitted to them
Cynthia Vitale, calocalcorps@gmail.com, 916-558-1516, Information was submitted on April 16, 2014

C. The applicant intends to utilize the CCC or a certified community conservation corps on all items where participation is indicated? Yes

I have coordinated with a representative of the CCC; and the following are project items that they are qualified to partner on:

- Upon evaluation, Virginia Clark and the review team at CCC determined that the Corpsmembers' expertise in infrastructure type projects was not a good match for the proposed project (Appendix G)

I have coordinated with a representative of the CALCC; and the following are project items that they are qualified to partner on:

- At the time of project submission, Cynthia Vitale is still evaluating the project items that qualify for partnering (Appendix G)

8. APPLICANT'S PERFORMANCE ON PAST GRANTS (0 to -10 points)

A. Describe any of your agency's ATP type grant failures during the past 5 years, and what changes your agency will take in order to deliver this project.

Not applicable

V: PROGRAMMING REQUEST

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION
PROJECT PROGRAMMING REQUEST
 DTP-0001 (Revised July 2013)

General Instructions

<input checked="" type="checkbox"/> New Project					Date: 5/5/14		
District		EA	Project ID		PPNO	MPO ID	TCRP No.
04							
County	Route/Corridor	PM Bk	PM Ahd	Project Sponsor/Lead Agency			
SM				San Mateo County Office of Education			
				MPO	Element		
Project Manager/Contact			Phone		E-mail Address		
Daina Lujan			650-802-5306		dlujan@smcoe.org		
Project Title							
San Mateo County Safe Routes to School for Health and Wellness							
Location, Project Limits, Description, Scope of Work						See page 2	
All of San Mateo County is included in the project. San Mateo County includes the cities of: Atherton, Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Pacifica, Portola Valley, Redwood City, San Bruno, San Carlos, San Mateo, South San Francisco, and Woodside. Also included in the project are the unincorporated areas of San Mateo County.							
<input type="checkbox"/> Includes ADA Improvements		<input type="checkbox"/> Includes Bike/Ped Improvements					
Component		Implementing Agency					
PA&ED							
PS&E							
Right of Way							
Construction		San Mateo County Office of Education					
Purpose and Need						See page 2	
The current San Mateo County Safe Routes to School program has facilitated an overall decrease in the number of children who are arriving by single family vehicles from 61% in Fall 2012 to 52% in Fall 2013. For children living a half mile from school campuses, the percentage of children who are biking and walking as a means of traveling to and from school has increased 270%. However, given the current program structure, these positive changes are not sustainable as they require ongoing funding to provide student education. Safe Routes for Health and Wellness builds upon the initial successes with Safe Routes to School in San Mateo County and facilitates the widespread implementation of long-term, sustainable programs.							
Project Benefits						See page 2	
• Decrease the likelihood that students are involved in collisions • Decrease the percentage of students who are overweight or obese • Decrease the frequency with which students struggle with asthma • Improve air quality							
<input checked="" type="checkbox"/> Supports Sustainable Communities Strategy (SCS) Goals			<input checked="" type="checkbox"/> Reduces Greenhouse Gas Emissions				
Project Milestone						Proposed	
Project Study Report Approved							
Begin Environmental (PA&ED) Phase							
Circulate Draft Environmental Document				Document Type			
Draft Project Report							
End Environmental Phase (PA&ED Milestone)							
Begin Design (PS&E) Phase							
End Design Phase (Ready to List for Advertisement Milestone)							
Begin Right of Way Phase							
End Right of Way Phase (Right of Way Certification Milestone)							
Begin Construction Phase (Contract Award Milestone)						10/01/14	
End Construction Phase (Construction Contract Acceptance Milestone)						12/31/15	
Begin Closeout Phase						01/01/16	
End Closeout Phase (Closeout Report)						07/15/16	

ADA Notice For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-8410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

PROJECT PROGRAMMING REQUEST

DTP-0001 (Revised July 2013)

Date: 5/5/14

District	County	Route	EA	Project ID	PPNO	TCRP No.
04	SM					
Project Title: San Mateo County Safe Routes to School for Health and Wellness						

Component	Proposed Total Project Cost (\$1,000s)							Total	Notes
	Prior	14/15	15/16	16/17	17/18	18/19	19/20+		
E&P (PA&ED)								N/A	The funds requested are for a non-infrastructure, Safe Routes to School Program. *Matching funds include \$997,000 annually from the San Mateo County City/County Association of Governments for FY 13/14 through FY 16/17; \$25,000 from the Sequoia Healthcare District for FY 13/14; and \$120,000 from the California Office of Traffic Safety for FY 14/15.
PS&E								N/A	
R/W SUP (CT)								N/A	
CON SUP (CT)								N/A	
R/W								N/A	
CON	1022000*	1567000*	1447000*					4,036,000	
TOTAL	1022000*	1567000*	1447000*					4,036,000	

Fund No. 1:	ATP Program Request								Program Code
Proposed Funding (\$1,000s)									Funding Agency
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	
E&P (PA&ED)									ATP
PS&E									CON funds requested are for a non-infrastructure, Safe Routes to School Project.
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		450,000	450,000					900,000	
TOTAL		450,000	450,000					900,000	

Fund No. 2:	City/County Association of Governments of San Mateo County (C/CAG)								Program Code
Proposed Funding (\$1,000s)									Funding Agency
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	
E&P (PA&ED)									C/CAG
PS&E									CON funds are for a non-infrastructure Safe Routes to School project. These funds are matching funds for the San Mateo County Safe Routes to School Program.
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON	997,000	997,000	997,000					2,991,000	
TOTAL	997,000	997,000	997,000					2,991,000	

Fund No. 3:	California Office of Traffic Safety (OTS)								Program Code
Proposed Funding (\$1,000s)									Funding Agency
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	
E&P (PA&ED)									OTS
PS&E									CON funds are for a non-infrastructure Safe Routes to School project. These funds are matching funds for the San Mateo County Safe Routes to School Program.
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON		120,000						120,000	
TOTAL		120,000						120,000	

PROJECT PROGRAMMING REQUEST

DTP-0001 (Revised July 2013)

Date: 5/5/14

District	County	Route	EA	Project ID	PPNO	TCRP No.
04	SM					
Project Title: San Mateo County Safe Routes to School for Health and Wellness						

Fund No. 4: Sequoia Healthcare District									Program Code
Proposed Funding (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									Sequoia Healthcare District
PS&E									CON funds are for a non-infrastructure Safe Routes to School project. These funds are matching funds for the San Mateo County Safe Routes to School Program.
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON	25,000							25,000	
TOTAL	25,000							25,000	

Fund No. 5:									Program Code
Proposed Funding (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									

Fund No. 6:									Program Code
Proposed Funding (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									

Fund No. 7:									Program Code
Proposed Funding (\$1,000s)									
Component	Prior	14/15	15/16	16/17	17/18	18/19	19/20+	Total	Funding Agency
E&P (PA&ED)									
PS&E									
R/W SUP (CT)									
CON SUP (CT)									
R/W									
CON									
TOTAL									

VI. ADDITIONAL INFORMATION

Only fill in those fields that are applicable to your project

FUNDING SUMMARY

ATP Funds being requested by Phase (to the nearest \$1000)	Amount
PE Phase (includes PA&ED and PS&E)	\$
Right-of-Way Phase	\$
Construction Phase-Infrastructure	\$
Construction Phase-Non-Infrastructure	\$ 900,000
Total for ALL Phases	\$ 900,000

All Non-ATP fund types on this project* (to the nearest \$1000)	Amount
City/County Assoc. of Governments of San Mateo County	\$ 2,991,000
California Office of Traffic Safety	\$ 120,000
Sequoia Health Care District	\$ 25,000
	\$
	\$
	\$

*Must indicate which funds are matching

Total Project Cost	\$ 4,036,000
Project is Fully Funded	No ▼

ATP Work Specific Funding Breakdown (to the nearest \$1000)	Amount
Request for funding a Plan	\$
Request for Safe Routes to Schools Infrastructure work	\$
Request for Safe Routes to Schools Non-Infrastructure work	\$ 900,000
Request for other Non-Infrastructure work (non-SRTS)	\$
Request for Recreational Trails work	\$

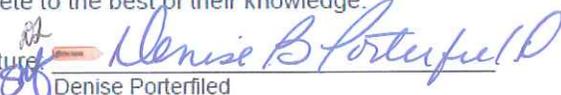
ALLOCATION/AUTHORIZATION REQUESTS SCHEDULE

	Proposed Allocation Date	Proposed Authorization (E-76) Date
PA&ED or E&P		
PS&E		
Right-of-Way		
Construction		

All project costs MUST be accounted for on this form, including elements of the overall project that will be, or have been funded by other sources.

VIII. APPLICATION SIGNATURES

Applicant: The undersigned affirms that the statements contained in the application package are true and complete to the best of their knowledge.

Signature:  Date: 5/13/14
Name: Denise Porterfield Phone: 650-802-5512
Title: Deputy Superintendent, Business Services e-mail: dporterfield@smcoe.org

Local Agency Official (City Engineer or Public Works Director): The undersigned affirms that the statements contained in the application package are true and complete to the best of their knowledge.

Signature: _____ Date: _____
Name: _____ Phone: _____
Title: _____ e-mail: _____

School Official: The undersigned affirms that the school(s) benefited by this application is not on a school closure list.

Signature: _____ Date: _____
Name: _____ Phone: _____
Title: _____ e-mail: _____

Person to contact for questions:

Name: Daina Lujan Phone: 650-802-5306
Title: Coordinator, Safe Routes to School e-mail: dlujan@smcoe.org

Caltrans District Traffic Operations Office Approval*

If the application's project proposes improvements on a freeway or state highway that affects the safety or operations of the facility, it is required that the proposed improvements be reviewed by the district traffic operations office and either a letter of support or acknowledgement from the traffic operations office be attached () or the signature of the traffic personnel be secured below.

Signature: _____ Date: _____
Name: _____ Phone: _____
Title: _____ e-mail: _____

*Contact the District Local Assistance Engineer (DLAE) for the project to get Caltrans Traffic Ops contact information. DLAE contact information can be found at <http://www.dot.ca.gov/hq/LocalPrograms/dlae.htm>

VIII. ADDITIONAL APPLICATION ATTACHMENTS

Check all attachments included with this application.

- Vicinity/Location Map- **REQUIRED** for all IF Projects
 - North Arrow
 - Label street names and highway route numbers
 - Scale

- Photos and/or Video of Existing Location- **REQUIRED** for all IF Projects
 - Minimum of one labeled color photo of the existing project location
 - Minimum photo size 3 x 5 inches
 - Optional video and/or time-lapse

- Preliminary Plans- **REQUIRED** for Construction phase only
 - Must include a north arrow
 - Label the scale of the drawing
 - Typical Cross sections where applicable with property or right-of-way lines
 - Label street names, highway route numbers and easements

- Detailed Engineer's Estimate- **REQUIRED** for Construction phase only
 - Estimate must be true and accurate. Applicant is responsible for verifying costs prior to submittal
 - Must show a breakdown of all bid items by unit and cost. Lump Sum may only be used per industry standards
 - Must identify all items that ATP will be funding
 - Contingency is limited to 10% of funds being requested
 - Evaluation required under the ATP guidelines is not a reimbursable item

- Documentation of the partnering maintenance agreement- Required with the application if an entity, other than the applicant, is going to assume responsibility for the operation and maintenance of the facility

- Documentation of the partnering implementation agreement-Required with the application if an entity, other than the applicant, is going to implement the project.

- Letters of Support from Caltrans (Required for projects on the State Highway System(SHS))

- Digital copy of or an online link to an approved plan (bicycle, pedestrian, safe routes to school, active transportation, general, recreation, trails, city/county or regional master plan(s), technical studies, and/or environmental studies (with environmental commitment record or list of mitigation measures), if applicable. Include/highlight portions that are applicable to the proposed project.

- Documentation of the public participation process (required)

- Letter of Support from impacted school- when the school isn't the applicant or partner on the application (required)

- Additional documentation, letters of support, etc (optional)

Appendix A: Participating School Districts

Bayshore Elementary School District
1 Martin Street
Daly City, CA 94014

Menlo Park City Elementary School
District
181 Encinal Avenue
Atherton, CA 94027

Sequoia Union High School District
480 James Avenue
Redwood City, CA 94062

Belmont-Redwood Shores School District
2960 Hallmark Drive
Belmont, CA 94002

Millbrae Elementary School District
555 Richmond Drive
Millbrae, CA 94030

South San Francisco Unified School
District
398 B Street
South San Francisco, CA 94080

Brisbane Elementary School District
1 Solano Street
Brisbane, CA 94005

Pacifica School District
375 Reina del Mar Avenue
Pacifica, CA 94044

Woodside Elementary School District
3195 Woodside Road
Woodside, CA 94062

Burlingame Elementary School District
1825 Trousdale Drive
Burlingame, CA 94010

Portola Valley Elementary School District
4575 Alpine Road
Portola Valley, CA 94028

Cabrillo Unified School District
498 Kelly Avenue
Half Moon Bay, CA 94019

Ravenswood City Elementary School
District
2120 Euclid Avenue
East Palo Alto, CA 94303

Hillsborough City Elementary School
District
300 El Cerrito Avenue
Hillsborough, CA 94010

Redwood City Elementary School District
750 Bradford Street
Redwood City, CA 94063

Jefferson Elementary School District
101 Lincoln Avenue
Daly City, CA 94015

San Bruno Park Elementary School
District
500 Acacia Avenue
San Bruno, CA 94066

Jefferson Union High School District
699 Serramonte Blvd., Suite 100
Daly City, CA 94015

San Carlos Elementary School District
1200 Industrial Road, Suite 9
San Carlos, CA 94070

La Honda-Pescadero Unified School
District
P.O. Box 189
Pescadero, CA 94060

San Mateo-Foster City School District
1170 Chess Drive
Foster City, CA 94404

Las Lomas Elementary School District
1011 Altschul Avenue
Menlo Park, CA 94025

San Mateo Union High School District
650 North Delaware Street
San Mateo, CA 94401

Appendix B: Participating Schools

SchoolDistrict	SchoolName	Address
Bayshore Elementary School District	Bayshore Elementary	155 Oriente Street Daly City, CA 94014
Bayshore Elementary School District	Robertson Intermediate	1 Martin Street Daly City, CA 94014
Belmont-Redwood Shores Elementary School District	Central Elementary	525 Middle Road Belmont, CA 94002
Belmont-Redwood Shores Elementary School District	Cipriani Elementary	2525 Buena Vista Ave Belmont, CA 94002
Belmont-Redwood Shores Elementary School District	Fox Elementary	3100 St. James Road Belmont, CA 94002
Belmont-Redwood Shores Elementary School District	Nesbit Elementary	500 Biddulph Way Belmont, CA 94002
Belmont-Redwood Shores Elementary School District	Ralston Intermediate	2675 Ralston Avenue Belmont, CA 94002
Belmont-Redwood Shores Elementary School District	Redwood Shores Elementary	225 Shearwater Pkwy Redwood City, CA 94065
Belmont-Redwood Shores Elementary School District	Sandpiper Elementary	801 Redwood Shores Pkwy Redwood City, CA 94065
Brisbane Elementary School District	Brisbane Elementary	500 San Bruno Avenue Brisbane, CA 94005
Brisbane Elementary School District	Lipman Middle School	1 Solano Street Brisbane, CA 94005
Brisbane Elementary School District	Panorama Elementary School	25 Bellevue Avenue Daly City, CA 94014
Burlingame Elementary School District	Burlingame Intermediate School	1715 Quesada Way Burlingame, CA 94010

Burlingame Elementary School District	Franklin Elementary School	2385 Trousdale Drive Burlingame, CA 94010
Burlingame Elementary School District	Lincoln Elementary School	1801 Devereux Drive Burlingame, CA 94010
Burlingame Elementary School District	McKinley Elementary School	701 Paloma Avenue Burlingame, CA 94010
Burlingame Elementary School District	Roosevelt Elementary School	1151 Vancouver Ave Burlingame, CA 94010
Burlingame Elementary School District	Washington Elementary School	801 Howard Avenue Burlingame, CA 94010
Cabrillo Unified School District	Cunha Intermediate School	600 Church Street Half Moon Bay, CA 94019
Cabrillo Unified School District	El Granada Elementary School	400 Santiago Avenue Half Moon Bay, CA 94019
Cabrillo Unified School District	Farallone View Elementary School	250 LeConte & Kanoff Montara, CA 94037
Cabrillo Unified School District	Half Moon Bay High School	100 Lewis Foster Drive Half Moon Bay, CA 94019
Cabrillo Unified School District	Hatch Elementary School	490 Miramontes Street Half Moon Bay, CA 94019
Cabrillo Unified School District	Kings Mountain Elementary School	211 Swett Road Woodside, CA 94062

Cabrillo Unified School District	Pilarcitos Alternative High School	498 Kelly Avenue Half Moon Bay, CA 94019
Hillsborough City Elementary School District	Crocker Middle School	2600 Ralston Avenue Hillsborough, CA 94010
Hillsborough City Elementary School District	North Hillsborough School	545 Eucalyptus Ave Hillsborough, CA 94010
Hillsborough City Elementary School District	South Hillsborough School	303 El Cerrito Avenue Hillsborough, CA 94010
Hillsborough City Elementary School District	West Hillsborough School	376 Barbara Way Hillsborough, CA 94010
Jefferson Elementary School District	Benjamin Franklin Intermediate School	700 Stewart Avenue Colma, CA 94015
Jefferson Elementary School District	California Virtual Academy @ San Mateo	2360 Shasta Way, Suite A, Simi Valley, CA 93065
Jefferson Elementary School District	Daniel Webster Elementary School	425 El Dorado Drive Daly City, CA 94015
Jefferson Elementary School District	Fernando Rivera Intermediate School	1255 Southgate Ave Daly City, CA 94015
Jefferson Elementary School District	Franklin Delano Roosevelt Elementary School	1200 Skyline Drive Daly City, CA 94015
Jefferson Elementary School District	Garden Village Elementary	208 Garden Lane Colma, CA 94015
Jefferson Elementary School District	General Pershing State Preschool	631 Hanover Street Daly City, CA 94014
Jefferson Elementary School District	George Washington Elementary School	251 Whittier Street Daly City, CA 94015

Jefferson Elementary School District	John F. Kennedy Elementary School	785 Price Street Daly City, CA 94014
Jefferson Elementary School District	Margaret Pauline Brown Elementary School	305 Eastmoor Avenue Daly City, CA 94015
Jefferson Elementary School District	Marjorie Tobias Elementary School	725 Southgate Avenue Daly City, CA 94015
Jefferson Elementary School District	Susan B. Anthony Elementary School	575 Abbot Avenue Daly City, CA 94014
Jefferson Elementary School District	Thomas Edison Elementary School	1267 Southgate Ave Daly City, CA 94015
Jefferson Elementary School District	Thomas R. Pollicita Middle School	550 E. Market Street Daly City, CA 94014
Jefferson Elementary School District	Westlake Elementary School	80 Fieldcrest Drive Daly City, CA 94015
Jefferson Elementary School District	Woodrow Wilson Elementary School	43 Miriam Street Daly City, CA 94014
Jefferson Union High School District	Daly City Youth Health Center	2780 Junipero Serra Boulevard Daly City, CA 94015
Jefferson Union High School District	Jefferson High School	6996 Mission Street Daly City, CA 94014
Jefferson Union High School District	Oceana High School	401 Paloma Avenue Pacifica, CA 94044
Jefferson Union High School District	Summit Public Schools: Shasta	350 90th Street Daly City, CA 94015
Jefferson Union High School District	Terra Nova High School	1450 Terra Nova Blvd Pacifica, CA 94044
Jefferson Union High School District	Thornton High School	115 First Avenue Daly City, CA 94014
Jefferson Union High School District	Westmoor High School	131 Westmoor Avenue Daly City, CA 94015
La Honda-Pescadero Unified School District	La Honda Elementary School	450 Sears Ranch Road La Honda, CA 94020

La Honda-Pescadero Unified School District	Pescadero Elementary School	620 North Street Pescadero, CA 94060
La Honda-Pescadero Unified School District	Pescadero High School	350 Butano Cut Off Pescadero, CA 94060
Las Lomitas Elementary School District	La Entrada Middle School	2200 Sharon Road Menlo Park, CA 94025
Las Lomitas Elementary School District	Las Lomitas Elementary School	299 Alameda de las Pulgas Atherton, CA 94027
Menlo Park City Elementary School District	Encinal Elementary School	195 Encinal Avenue Atheron, CA 94027
Menlo Park City Elementary School District	Hillview Middle School	1100 Elder Avenue Menlo Park, CA 94025
Menlo Park City Elementary School District	Laurel Elementary School	95 Edge Road Atherton, CA 94027
Menlo Park City Elementary School District	Oak Knoll Elementary	1895 Oak Knoll Lane Menlo Park, CA 94025
Millbrae Elementary School District	Green Hills Elementary School	401 Ludeman Lane Millbrae, CA 94030
Millbrae Elementary School District	Lomita Park Elementary School	200 Santa Helena Ave San Bruno, CA 94066
Millbrae Elementary School District	Meadows Elementary School	1101 Helen Drive Millbrae, CA 94030
Millbrae Elementary School District	Spring Valley Elementary School	817 Murchison Drive Millbrae, CA 94030
Millbrae Elementary School District	Taylor Middle School	850 Taylor Boulevard Millbrae, CA 94030
Pacifica School District	Cabrillo Elementary School	601 Crespi Drive Pacifica, CA 94044
Pacifica School District	Ingrid B. Lacy Middle School	1427 Palmetto Avenue Pacifica, CA 94044
Pacifica School District	Linda Mar Educational Center	830 Rosita Road Pacifica, CA 94044

Pacifica School District	Ocean Shore Elementary School	411 Oceana Boulevard Pacifica, CA 94044
Pacifica School District	Ortega Elementary School	1283 Terra Nova Blvd Pacifica, CA 94044
Pacifica School District	Sunset Ridge Elementary School	340 Inverness Drive Pacifica, CA 94044
Pacifica School District	Valleamar Elementary School	377 Reina del Mar Ave Pacifica, CA 94044
Portola Valley Elementary School District	Corte Madera School	4575 Alpine Road Portola Valley, CA 94028
Portola Valley Elementary School District	Ormondale School	200 Shawnee Pass Portola Valley, CA 94028
Ravenswood City Elementary School District	Belle Haven Elementary School	415 Ivy Drive Menlo Park, CA 94025
Ravenswood City Elementary School District	Brentwood Academy	2086 Clarke Street East Palo Alto, CA 94303
Ravenswood City Elementary School District	Costaño Elementary School	2695 Fordham Street East Palo Alto, CA 94303
Ravenswood City Elementary School District	East Palo Alto Charter	1286 Runnymede St East Palo Alto, CA 94303
Ravenswood City Elementary School District	Green Oaks /Chávez (César) Academy	2450 Ralmar Street East Palo Alto, CA 94303
Ravenswood City Elementary School District	Los Robles Magnet Academy	2450 Ralmar Street East Palo Alto, CA 94303

Ravenswood City Elementary School District	Ravenswood Child Development Center	951 O'Connor Street East Palo Alto, CA 94303
Ravenswood City Elementary School District	Ronald McNair Intermediate School	2033 Pulgas Avenue East Palo Alto, CA 94303
Ravenswood City Elementary School District	Willow Oaks Elementary School	620 Willow Road Menlo Park, CA 94025
Redwood City Elementary School District	Adelante Spanish Immersion Elementary School	3150 Granger Way Redwood City, CA 94061
Redwood City Elementary School District	Clifford Elementary School	225 Clifford Avenue & Scenic Drive Redwood City, CA 94062
Redwood City Elementary School District	Connect Community Charter School	635 Oakside Avenue Redwood City, CA 94063
Redwood City Elementary School District	Fair Oaks Children's Center	2950 Fair Oaks Ave Redwood City, CA 94063
Redwood City Elementary School District	Fair Oaks Elementary School	2950 Fair Oaks Ave Redwood City, CA 94063
Redwood City Elementary School District	Garfield Children's Center	3600 Middlefield Road Menlo Park, CA 94025
Redwood City Elementary School District	Garfield Elementary School	3600 Middlefield Road Menlo Park, CA 94025
Redwood City Elementary School District	Hawes Elementary School	909 Roosevelt Avenue Redwood City, CA 94061

Redwood City Elementary School District	Henry Ford Elementary School	2498 Massachusetts Avenue Redwood City, CA 94061
Redwood City Elementary School District	Hoover Elementary School	701 Charter Street Redwood City, CA 94063
Redwood City Elementary School District	John F. Kennedy Middle School	2521 Goodwin Avenue Redwood City, CA 94061
Redwood City Elementary School District	John Gill Elementary School	555 Avenue Del Ora Redwood City, CA 94062
Redwood City Elementary School District	McKinley Institute of Technology	400 Duane Street Redwood City, CA 94062
Redwood City Elementary School District	North Star Academy	400 Duane Street Redwood City, CA 94062
Redwood City Elementary School District	Orion Alternative School	815 Allerton Street Redwood City, CA 94063
Redwood City Elementary School District	Roosevelt Children's Center	2223 Vera Avenue Redwood City, CA 94061
Redwood City Elementary School District	Roosevelt Elementary School	2223 Vera Avenue Redwood City, CA 94061
Redwood City Elementary School District	Roy Cloud Elementary School	3790 Red Oak Way Redwood City, CA 94062
Redwood City Elementary School District	Selby Lane Elementary School	170 Selby Lane Atherton, CA 94027

Redwood City Elementary School District	Taft Elementary School	903 Tenth Avenue Redwood City, CA 94063
San Bruno Park Elementary School District	Allen Elementary School	875 West Angus Ave San Bruno, CA 94066
San Bruno Park Elementary School District	Belle Air Elementary School	450 Third Avenue San Bruno, CA 94066
San Bruno Park Elementary School District	El Crystal Elementary School	201 N. Balboa Way San Bruno, CA 94066
San Bruno Park Elementary School District	John Muir Elementary School	130 Cambridge Lane San Bruno, CA 94066
San Bruno Park Elementary School District	Parkside Middle School	1801 Niles Avenue San Bruno, CA 94066
San Bruno Park Elementary School District	Portola Elementary School	300 Amador Avenue San Bruno, CA 94066
San Bruno Park Elementary School District	Rollingwood Elementary School	2500 Cottonwood Dr San Bruno, CA 94066
San Carlos Elementary School District	Arundel Elementary School	200 Arundel Road San Carlos, CA 94070
San Carlos Elementary School District	Brittan Acres Elementary School	2000 Belle Avenue San Carlos, CA 94070
San Carlos Elementary School District	Central Middle School	828 Chestnut Street San Carlos, CA 94070
San Carlos Elementary School District	Charter Learning Center	750 Dartmouth Ave San Carlos, CA 94070
San Carlos Elementary School District	Heather Elementary School	2757 Melendy Drive San Carlos, CA 94070
San Carlos Elementary School District	Tierra Linda Middle School	750 Dartmouth Ave San Carlos, CA 94070
San Carlos Elementary School District	White Oaks Elementary School	1901 White Oak Way San Carlos, CA 94070

San Mateo Union High School District	Aragon High School	900 Alameda de las Pulgas San Mateo, CA 94402
San Mateo Union High School District	Burlingame High School	1 Mangini Way Burlingame, CA 94010
San Mateo Union High School District	Capuchino High School	1501 Magnolia Drive San Bruno, CA 94066
San Mateo Union High School District	Hillsdale High School	3115 Del Monte Street San Mateo, CA 94403
San Mateo Union High School District	Mills High School	400 Murchison Drive Millbrae, CA 94030
San Mateo Union High School District	Peninsula Alternative High School	300 Piedmont Avenue San Bruno, CA 94066
San Mateo Union High School District	San Mateo High School	506 North Delaware St San Mateo, CA 94401
San Mateo Union High School District	San Mateo Middle College High School	1700 West Hillside Boulevard San Mateo, CA 94402
San Mateo-Foster City School District	Abbott Middle School	600 36th Avenue San Mateo, CA 94403
San Mateo-Foster City School District	Audubon Elementary	841 Gull Avenue Foster City, CA 94404
San Mateo-Foster City School District	Baywood Elementary School	600 Alameda de las Pulgas San Mateo, CA 94402
San Mateo-Foster City School District	Beresford Elementary School	300 28th Avenue San Mateo, CA 94403
San Mateo-Foster City School District	Borel Middle School	425 Barneson Avenue San Mateo, CA 94402
San Mateo-Foster City School District	Bowditch Middle School	1450 Tarpon Street Foster City, CA 94404

San Mateo-Foster City School District	Brewer Island Elementary	1151 Polynesia Drive Foster City, CA 94404
San Mateo-Foster City School District	College Park Elementary	715 Indian Avenue San Mateo, CA 94401
San Mateo-Foster City School District	Fiesta Gardens International Elementary	1001 Bermuda Drive San Mateo, CA 94403
San Mateo-Foster City School District	Foster City Elementary	461 Beach Park Blvd Foster City, CA 94404
San Mateo-Foster City School District	George Hall Elementary	130 San Miguel Way San Mateo, CA 94403
San Mateo-Foster City School District	Highlands Elementary School	2320 Newport Street San Mateo, CA 94402
San Mateo-Foster City School District	Horroll Elementary School	949 Ocean View Ave San Mateo, CA 94401
San Mateo-Foster City School District	Laurel Elementary School	316 36th Avenue San Mateo, CA 94403
San Mateo-Foster City School District	Meadow Heights Elementary School	2619 Dolores Street San Mateo, CA 94403
San Mateo-Foster City School District	North Shoreview Montessori School	1301 Cypress Avenue San Mateo, CA 94401
San Mateo-Foster City School District	Parkside Elementary School	1685 Eisenhower St San Mateo, CA 94402
San Mateo-Foster City School District	San Mateo Park Elementary School	161 Clark Drive San Mateo, CA 94402
San Mateo-Foster City School District	Sunnybrae Elementary School	1031 S. Delaware St San Mateo, CA 94401
San Mateo-Foster City School District	The Bayside S.T.E.M. Academy	2025 Kehoe Avenue San Mateo, CA 94403
San Mateo-Foster City School District	Turnbull Child Development Center	715 Indian Avenue San Mateo, CA 94401
Sequoia Union High School District	Carlmont High School	1400 Alameda de las Pulgas Belmont, CA 94002

Sequoia Union High School District	Menlo-Atherton High School	555 Middlefield Road Atherton, CA 94027
Sequoia Union High School District	Redwood High School	1968 Old County Road Redwood City, CA 94063
Sequoia Union High School District	Sequoia Community Day School	763 Green Street East Palo Alto, CA 94303
Sequoia Union High School District	Sequoia High School	1201 Brewster Avenue Redwood City, CA 94062
Sequoia Union High School District	Summit Public High School	890 Broadway Street Redwood City, CA 94063
Sequoia Union High School District	Woodside High School	199 Churchill Avenue Woodside, CA 94062
Sequoia Union High School District	Sequoia Union High Independent Study	7120 James Avenue Redwood City, CA 94062
Sequoia Union High School District	East Palo Alto Academy	475 Pope Street Menlo Park, CA 94025
Sequoia Union High School District	East Palo Alto Phoenix Academy	1848 C Bay Road East Palo Alto, CA 94303
South San Francisco Unified School District	Alta Loma Middle School	116 Romney Avenue South San Francisco, CA 94080
South San Francisco Unified School District	Baden High School	825 Southwood Drive South San Francisco, CA 94080
South San Francisco Unified School District	Buri Buri Elementary School	120 El Campo Drive South San Francisco, CA 94080

South San Francisco Unified School District	El Camino High School	1320 Mission Road South San Francisco, CA 94080
South San Francisco Unified School District	Junipero Serra Elementary School	151 Victoria Street Daly City, CA 94015
South San Francisco Unified School District	Los Cerritos Elementary School	210 W. Orange Avenue South San Francisco, CA 94080
South San Francisco Unified School District	Martin Elementary School	35 School Street South San Francisco, CA 94080
South San Francisco Unified School District	Monte Verde Elementary School	2551 St. Cloud Drive San Bruno, CA 94066
South San Francisco Unified School District	Parkway Heights Middle School	650 Sunset Drive South San Francisco, CA 94080
South San Francisco Unified School District	Ponderosa Elementary School	295 Ponderosa Road South San Francisco, CA 94080
South San Francisco Unified School District	Skyline Elementary School	55 Christen Avenue Daly City, CA 94015
South San Francisco Unified School District	South San Francisco Children's Center	530 Tamarack Lane South San Francisco, CA 94080
South San Francisco Unified School District	South San Francisco High School	400 B Street South San Francisco, CA 94080
South San Francisco Unified School District	Spruce Elementary School	501 Spruce Avenue South San Francisco, CA 94080
South San Francisco Unified School District	Sunshine Gardens Elementary School	1200 Miller Avenue South San Francisco, CA 94080

South San Francisco Unified School District	Westborough Middle School	2570 Westborough Boulevard South San Francisco, CA 94080
Woodside Elementary School District	Woodside Elementary School	3195 Woodside Road Woodside, CA 94062

Appendix C: Letters of Support

April 21, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. The 17th District PTA (the San Mateo County-wide Parent Teacher Association) strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The 17th District PTA is committed to working with and engaging parents for the benefit of students. The proposed program will facilitate the development of a comprehensive parent and community empowerment guide. The guide will facilitate increased parent and community engagement which aligns closely with the purpose of Parent Teacher Associations and with the goals outlined in the Local Control Accountability Plan. This guide will also facilitate the development of school cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,



Emily Sarver
17th District PTA President



Bayshore School District
1 Martin Street, Daly City, CA 94014

May 2, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. The Bayshore School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities this program will provide.

The Bayshore School District is committed to providing a safe and healthy environment for students. Students who are active are more fully engaged learners and higher achievers. The proposed program would embed Safe Routes education into existing health and physical education programs. This will support increased activity and as such, increased achievement.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

A handwritten signature in blue ink that reads "Dr. Audra Pittman". The signature is fluid and cursive, with the first name "Audra" being particularly prominent.

Dr. Audra Pittman
Superintendent



BOARD OF TRUSTEES

Suvarna Bhopale
Daniel Kaul
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Dr. Michael Milliken
Superintendent

Nellie Hungerford
Assistant Superintendent
Business Services & Operations

CENTRAL SCHOOL
Donna Sims, Principal
525 Middle Road, Belmont
650-637-4820

CIPRIANI SCHOOL
Jennifer Gaboury, Principal
2525 Buena Vista Avenue, Belmont
650-637-4840

FOX SCHOOL
Chris Marchetti, Principal
3100 St. James Road, Belmont
650-637-4850

NESBIT SCHOOL
Robin Pang-Maganaris, Principal
500 Biddulph Way, Belmont
650-637-4860

RALSTON MIDDLE SCHOOL
Joe Funk, Principal
2675 Ralston Avenue, Belmont
650-637-4880

REDWOOD SHORES SCHOOL
Robert Sherman, Principal
225 Shearwater Parkway
Redwood City, CA 94065
650-802-8060

SANDPIPER SCHOOL
Erica Gilbert, Principal
801 Redwood Shores Parkway
Redwood City, CA 94065
650-631-5510

Belmont-Redwood Shores
School District
2960 Hallmark Drive
Belmont, CA 94002-2999
650-637-4800 - Main
650-637-4811 - Fax

<http://www.brssd.org>

April 16, 2014

CALTRANS

Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my full support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. The Belmont-Redwood Shores School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Belmont-Redwood Shores School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs. The program is also very much in line with our district's Healthy Schools Initiative and our efforts to create a culture of wellness in our community.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

Mindy Shelton
Health Educator / Wellness Coordinator
Belmont-Redwood Shores School District

May 2, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. The Brisbane School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Brisbane School District is committed to providing a safe and healthy environment for students through the implementation of programs such as Safe Routes to School. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.)

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,


Toni Presta
Superintendent



May 2, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. Burlingame School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Burlingame School District is committed to providing a safe and healthy environment for students. The proposed program aligns closely with the work that Burlingame School District is engaged in for student health and wellness. This program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

A handwritten signature in blue ink that reads "Maggie MacIsaac". The signature is fluid and cursive.

Superintendent
Burlingame School District
mmacisaac@bsd.k12.ca.us

May 1, 2014

CALTRANS

Division of Local Assistance, MS1

Attn: Office of Active Transportation and Spec. Prog.

P.O. Box 942874

Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. Millbrae and Burlingame School Districts strongly support this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Burlingame and Millbrae School Districts are committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs. A continuing Safe Routes to School curriculum would also complement our proposed on-bike education programs for Physical Education classes at Burlingame and Millbrae School Districts.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

Niko Hartline

Safe Routes to School Coordinator

Burlingame and Millbrae School Districts





CABRILLO UNIFIED SCHOOL DISTRICT

498 Kelly Ave, Half Moon Bay, CA 94019 • 650 712-7100 • Fax 650 726-0279 • www.cabrillo.k12.ca.us

SUPERINTENDENT
Tony Roehrick, Ed.D.

GOVERNING BOARD
Michael Ahern
Kate Livingston
Freya McCamant
Robert Pappalardo
Kirk Riemer

May 2, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. The Cabrillo Unified School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Cabrillo Unified School District is committed to providing a safe and healthy environment for students. Currently, Cabrillo Unified School District operates Safe Routes to School programs at all school campuses. Communities have come up with incredibly creative ways to address the challenges associated with Highway 1 and the rural community. The proposed program would extend the Safe Routes to School program, facilitate sustainability and promote student wellness.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tony Roehrick".

Tony Roehrick, Ed.D.
Superintendent

May 2, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. Hillsborough City School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Hillsborough City School District is committed to providing a safe and healthy environment for students. One of the ways the district has embraced the promotion of student health and wellness is through Safe Routes to School. Despite a complete lack of sidewalks and off street parking for remote drop off options, the community has embraced the opportunity to get children active for health. With the proposed program's focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,



Anthony Ranii
Superintendent



JEFFERSON ELEMENTARY SCHOOL DISTRICT
101 LINCOLN AVENUE
DALY CITY, CA 94015
NEWSLETTER, WINTER, 2013

May 4, 2014

CALTRANS

Division of Local Assistance, MS1

Attn: Office of Active Transportation and Spec. Prog.

P.O. Box 942874

Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. Jefferson Elementary School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Jefferson Elementary School District is committed to providing a safe and healthy environment for students for improved student achievement. The district is also committed to engaging and empowering families. Partnerships with nonprofit organizations committed to these goals such as the partnerships with the Daly City Partnership exemplify our commitment. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bernardo Vidales', written over a light blue circular stamp.

Bernardo Vidales
Superintendent



JEFFERSON UNION HIGH SCHOOL DISTRICT
699 SERRAMONTE BLVD SUITE 100 | DALY CITY, CA 94015 | 650.550.7900

April 15, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. Jefferson Union High School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Jefferson Union High School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

A handwritten signature in blue ink, appearing to read "T. Minshew".

Thomas Minshew

Superintendent, Jefferson Union High School District



LA HONDA-PESCADERO UNIFIED SCHOOL DISTRICT
P.O. Box 189 • 360 Butano Cutoff, Pescadero, CA 94060
650-879-0286 • FAX 650-879-0816

Amy Wooliever, Superintendent

April 11, 2014

CALTRANS

Division of Local Assistance, MS1

Attn: Office of Active Transportation and Spec. Prog.

P.O. Box 94287

Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. La Honda-Pescadero Unified School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The La Honda-Pescadero Unified School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

A handwritten signature in cursive script that reads "Amy Wooliever".

Amy Wooliever

Superintendent, La Honda-Pescadero Unified School District



Millbrae School District Update

From Superintendent Linda Luna

April 11, 2014

May 1, 2014

CALTRANS

Division of Local Assistance, MS1

Attn: Office of Active Transportation and Spec. Prog.

P.O. Box 942874

Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

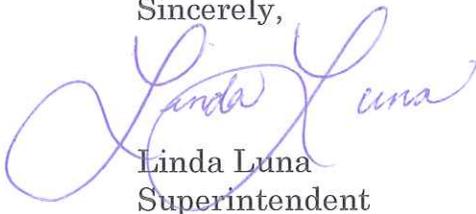
To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. The Millbrae School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

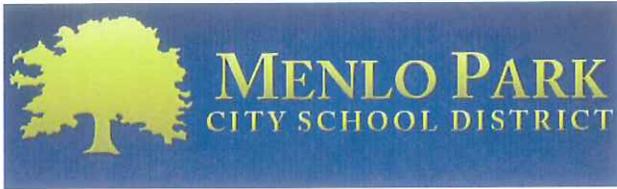
The Millbrae School District is committed to providing a safe and healthy environment for students. The District Wellness Coordinator has supported the district in making great strides in the realm of student health and wellness by engaging teachers, parents and the school community. The proposed program aligns closely with our district goals and current initiatives.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,



Linda Luna
Superintendent



181 ENCINAL AVENUE, AHERTON, CA 94027
DR. MAURICE GHYSELS, SUPERINTENDENT

May 4, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. Menlo Park City School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Menlo Park City School District is committed to providing a safe and healthy environment for students through quality education and active transportation. This commitment is demonstrated through our high rates of participation in active forms of transportation. Over 80% of the student population of one of our schools consistently rides and walks to school. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

Dr. Maurice Ghysels
Superintendent



Pacifica School District

375 Reina Del Mar Avenue * Pacifica, California 94044
(650) 738-6600 * (650) 557-9672 (fax)

April 22, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

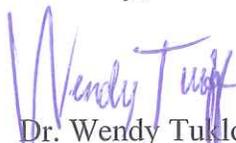
To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. Pacifica School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Pacifica School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. This type of education and empowerment is essential for our district as none of our six schools are neighborhood schools. As such, some students must travel up to seven miles to get to school. Students who must travel such great distances to get to school must be safe while doing so.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,


Dr. Wendy Tukloff
Superintendent

Portola Valley School District
Ormondale School (K-3) • Corte Madera School (4-8)

Board of Trustees: Caitha Ambler, Tim McAdam, Jocelyn Swisher, Karen Tate, and Linda Wong

Lisa Marie Gonzales, Ed.D., Superintendent

CALTRANS

Division of Local Assistance, MS1

Attn: Office of Active Transportation and Spec. Prog.

P.O. Box 942874

Sacramento, CA 94274-001

April 8, 2014

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

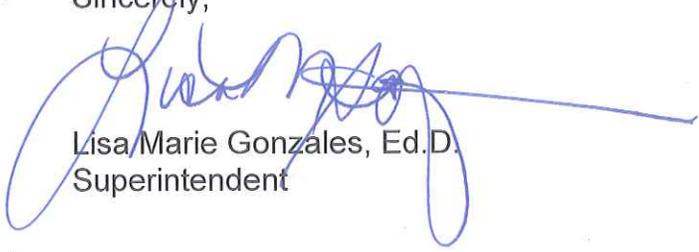
I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. The Portola Valley School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Portola Valley School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation.

With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs. This is especially important in our "rural" area where walking to school is an ongoing focal issue.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,



Lisa Marie Gonzales, Ed.D.
Superintendent



Ravenswood City School District

Journey to Excellence

May 7, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

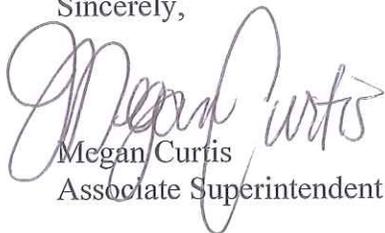
To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. Ravenswood City School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Ravenswood City School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,



Megan Curtis
Associate Superintendent and CBO



Redwood City School District

Educating Every Child For Success

May 4, 2014

CALTRANS

Division of Local Assistance, MS1

Attn: Office of Active Transportation and Spec. Prog.

P.O. Box 942874

Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. Redwood City School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Redwood City School District is committed to providing a safe and healthy environment for students through active forms of transportation. The school district, city, and local law enforcement have a long-standing partnership founded on the commitment to this goal. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,



Jan Christensen
Superintendent



500 Acacia Avenue, San Bruno, CA 94066
Dr. David Hutt, Superintendent

May 5, 2014

CALTRANS

Division of Local Assistance, MSI

Attn: Office of Active Transportation and Spec. Prog.

P.O. Box 942874

Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. San Bruno Park School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The San Bruno Park School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

Dr. David Hutt
Superintendent

April 8, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. San Carlos School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The San Carlos School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,



Mindy Hill
Wellness Coordinator
San Carlos School District
1200 Industrial Road, Unit #9
San Carlos, CA 94070



SAN MATEO-FOSTER CITY SCHOOL DISTRICT

April 8, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. San Mateo-Foster City School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The San Mateo-Foster City School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

Karrie Passalacqua

Wellness Coordinator

San Mateo-Foster City School District

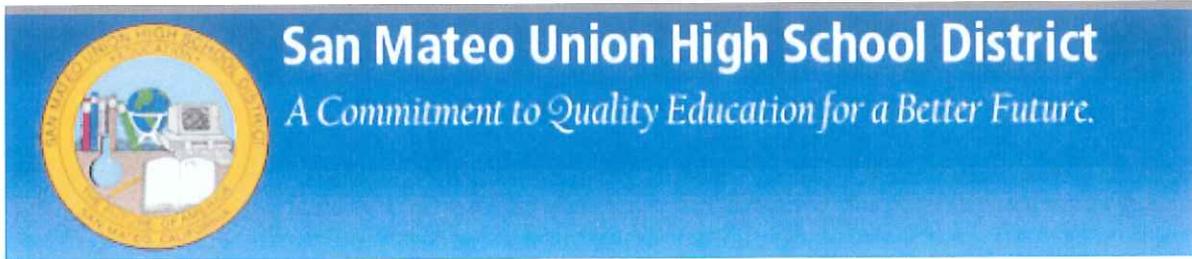
kpassalacqua@smfcsd.net

650-312-7243

1170 Chess Drive
Foster City, California 94404
650.312.7700 Tel
650.312.7779 Fax
www.smfcsd.net

Board of Trustees
Chelsea Bonini, Ed Coady, Lory Lorimer Lawson, Audrey Ng, Colleen Sullivan

Superintendent
Cynthia S. Simms, Ph.D.



May 4, 2014

CALTRANS
Division of Local Assistance, MSI
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

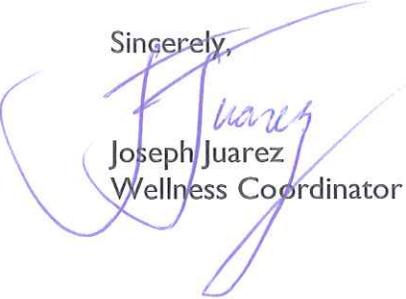
To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. San Mateo Union High School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The San Mateo Union High School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,


Joseph Juarez
Wellness Coordinator



April 18, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. Sequoia Union High School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Sequoia Union High School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

A handwritten signature in blue ink, appearing to read "Karen Li", is written over the typed name.

Dr. Karen Li
Wellness Coordinator



April 10, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

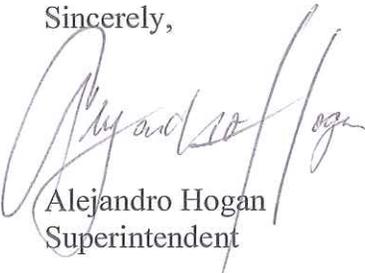
To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. The South San Francisco Unified School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

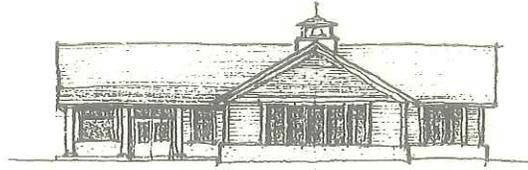
The South San Francisco Unified School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for all of our children. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs.

Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,



Alejandro Hogan
Superintendent



Woodside Elementary School District
3195 Woodside Road, Woodside, CA 94062
650-851-1571 – fax: 650-851-5577
www.woodside.k12.ca.us

April 8, 2014

CALTRANS
Division of Local Assistance, MS1
Attn: Office of Active Transportation and Spec. Prog.
P.O. Box 942874
Sacramento, CA 94274-001

Re: San Mateo County Safe Routes for Health and Wellness Proposal

To the Grant Review Panel of the Active Transportation Program:

I am writing to express my support for the San Mateo County Office of Education's Safe Routes for Health and Wellness Program and their proposal to the Division of Local Assistance of CALTRANS. The Woodside Elementary School District strongly supports this program and will encourage students, families, and school staff to participate in the educational opportunities available through this program.

The Woodside Elementary School District is committed to providing a safe and healthy environment for students. The proposed program would provide opportunities for students to learn and engage in safe bicycling and walking as a means to promote healthful living and environmentally sound means of transportation. With its focus on embedding Safe Routes education into existing health and physical education programs and ongoing support for school staff and communities, the proposed program will facilitate the development of cultures that embrace active transportation and ultimately, sustainable Safe Routes to School Programs. The Woodside Elementary School District is very interested in Safe Routes for our students, especially since we are located on a highway.

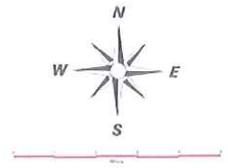
Thank you for your time and consideration of the San Mateo County Office of Education's Safe Routes for Health and Wellness Program grant application.

Sincerely,

Steven Frank
Assistant Principal

Appendix D: Project Map

County of San Mateo
 State of California
 School Districts
 2008



Office of Education Services
 2008

Map prepared by the County of San Mateo Office of Education Services. All rights reserved. No part of this map may be reproduced without the prior written permission of the County of San Mateo Office of Education Services.

Appendix E:
Documentation of Outreach Process:
Sampling of Agendas and Photos

SAN MATEO COUNTY BOARD OF EDUCATION

Regular Meeting
March 5, 2014
7:00 p.m.

California Suite
101 Twin Dolphin Drive
Redwood City, California

A G E N D A

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. INTRODUCTION OF LORI ANNE ROGERS, COORDINATOR, LEADERSHIP AND ADMINISTRATIVE SERVICES, INSTRUCTIONAL SERVICES DIVISION
4. PERSONS WISHING TO ADDRESS THE BOARD, DELEGATIONS AND PETITIONS
5. APPROVAL OF MINUTES OF FEBRUARY 19, 2014, REGULAR MEETING
6. CONSENT AGENDA

Board action to approve the following item is taken with one motion to "approve the consent agenda," which is not debatable and which requires a unanimous vote for passage. If any member of the Board, the Superintendent, or any member of the Public so requests, any item shall be removed from this section and placed in the regular order of business. The action indicated is deemed to have been considered in full, and action taken by the Board as worded therein.

 - a. Adopt Joint Resolution No. 14-7 In Recognition of Cesar Chavez Day of Service and Learning
7. BUSINESS SERVICES
 - a. Receive, Review and Approve with Positive Certification the 2013-2014 Second Interim Financial Report
8. INSTRUCTIONAL SERVICES
 - a. **Receive Report on Safe Routes to School**
 - b. Approve Submission of Project: Race To The Top: Early Learning Challenge: Bay Area Quality Rating and Improvement System (QRIS)



CITY OF SAN CARLOS
TRANSPORTATION AND CIRCULATION COMMISSION
December 17, 2013
7:00 PM
600 Elm Street, Council Chambers, San Carlos, CA
www.cityofsancarlos.org

AGENDA

Agenda materials may be viewed in City Engineer's Office on Thursday preceding the meeting.

CHAIRPERSON: Margaret Pye

COMMISSION: Frank Addiego, Thomas Feledy, Suzanne Henderson Emerson, Sandy Hirschel.

YOUTH ADVISORY COUNCIL REP: Kyler Jerome.

1. CALL TO ORDER

The Chairperson will announce any absences after calling the meeting to order.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

- a) Approval of November 19, 2013 minutes.

4. CHANGES TO THE ORDER OF THE AGENDA

5. PUBLIC COMMENT

Persons wishing to address the Commission on matters NOT on the posted agenda may do so.

Each speaker is limited to three minutes and the total time allotted to Public Comment is fifteen minutes. If there are more than five individuals wishing to speak during Public Comment, the Chairperson may choose to draw only five speaker cards from those submitted and defer the rest of the speakers to a second Public Comment at the end of the Commission meeting.

In response to comments on a non-agenda item, the Commission may briefly respond to statements made or questions posed as allowed by the Brown Act (Government code Section 54954.2). However, the Commission's general policy is to refer items to staff for attention, or have a matter placed on a future Commission agenda for a more comprehensive action or report.

6. COMMISSION COMMUNICATIONS AND ANNOUNCEMENTS

Communications and Announcements are brief items from members of the Commission regarding upcoming events in the community and correspondence that they have received. They are informational in nature and no action will be taken on these items at this meeting. A total of five minutes is allotted to this item. If there are additional communications and announcements, the Chairperson may choose to defer them to a second agenda item added at the end of the Commission Meeting.

7. UNFINISHED BUSINESS

- a) Cordilleras Traffic Issues Update.

8. NEW BUSINESS

- a) **Safe Routes to School.**

9. STUDY SESSION

10. INFORMATION REPORTS AND REVIEW OF SCHEDULE FOR FUTURE AGENDA ITEMS

- a) Information Reports.
 - 1. Eastside Connect Project/Utility Undergrounding.
 - 2. Holly/101 Interchange.
 - 3. Transit Village.
 - 4. Smart Corridor.
 - 5. 4 Corners Working Group.
 - 6. Old County Road Shuttles.

11. ADJOURNMENT

Any writings or documents provided to a majority of the Transportation and Circulation Commission regarding any item on this agenda will be made available for public inspection at the City Engineer's Office at City Hall, 600 Elm Street, San Carlos, during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Works at (650) 802-4204. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

**HILLSBOROUGH CITY SCHOOL DISTRICT
BOARD OF TRUSTEES**

SPECIAL MEETING

WEDNESDAY

April 23, 2014

6:00 P.M.

DISTRICT OFFICE BOARD ROOM

AGENDA

- 1.0 CALL TO ORDER**
- 2.0 APPROVAL OF AGENDA**
- 3.0 HCSD FORWARD**
Discussion - Current Initiatives
- 4.0 COMMUNICATIONS** *from individuals and/or organizations regarding District programs and services;*
BOARD ITEMS – *discussion of items necessary to the effective operation of the School Board.*
- 5.0 ADJOURNMENT**

If you are an individual with a disability and need accommodation to participate

*at this meeting, please contact the District Office at
(650) 342-5193*

at least 48 hours in advance.

Public records that relate to any item on the Open Session Agenda for Board Meetings are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the office at 300 El Cerrito Avenue, Hillsborough, CA for the purpose of making those public records available for inspection.

Below are photos from community outreach events. Outreach at these events was above and beyond the presentations to all school boards in San Mateo County.



Cunha Intermediate, Half Moon Bay, March 25, 2014



Beresford Elementary, San Mateo, October 2013



El Dia de los Ninos, San Bruno Park, April 26, 2014



Streets Alive! Parks Alive! Belmont, May 4, 2014

Appendix F:
California Department of Education Indirect
Cost Letter

California Department of Education (<http://www.cde.ca.gov/fq/ac/co/icrate1314ltr.asp>)
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CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

April 22, 2013

Dear County Chief Business Officials:

2013-14 APPROVED INDIRECT COST RATES

As the cognizant agency authorized by the United States Department of Education to approve California kindergarten through grade twelve (K-12) local educational agency (LEA) indirect cost rates, the California Department of Education (CDE) has reviewed the 2011-12 standardized account code structure (SACS) expenditure data and has finalized the approved indirect cost rates. The rates are for use, as allowable, with 2013-14 federal and state programs.

Approved Indirect Cost Rates

Please share the enclosed listing with the school districts and joint powers agencies (JPAs) in your county. The indirect cost rates are also posted on the CDE Indirect Cost Rate (ICR) Web page at <http://www.cde.ca.gov/fq/ac/ic/index.asp>.

Indirect Cost Rates for JPAs

As a reminder, because JPAs do not generally meet the guidelines for receiving approved indirect cost rates, they are not given an approved rate unless it is requested during the SACS data submission process. For further information on indirect cost rates applicable to JPAs, including the guidelines that must be met to receive an indirect cost rate, see Procedure 805 of the California School Accounting Manual which is available on our Web page at <http://www.cde.ca.gov/fq/ac/sa/>.

Charter School Indirect Cost Rates

The approved 2013-14 indirect cost rates for charter schools are also posted on the ICR Web page listed above. Please share them with the applicable school districts and charter schools.

Statewide Average Indirect Cost Rates

The 2013-14 statewide average indirect cost rate for food service programs is 5.31%.

California Education Code (EC) section 38101(c) limits food service program indirect costs to amounts derived using the lesser of a school district's approved indirect rate or the statewide average indirect cost rate. Each district should compare this statewide average rate with their individual indirect cost rate to determine the lesser rate for use with this program. Please note that the statewide average rate for Adult Education is no longer calculated due to the flexibility provisions of ECSection 42605, currently in effect for fiscal years 2008-09 through 2014-15.

A listing showing the statewide average rates for the last five years is also available on the ICR Web page listed above.

SACS Query Page

To aid staff in identifying the allowable indirect cost rates for various programs, the SACS Query system available on our Web page at <http://www.cde.ca.gov/fq/ac/ac/index.asp> includes this information for most programs.

If you have any questions regarding the indirect cost rates, please contact our office by phone at 916-322-1770 or by e-mail at sacsinfo@cde.ca.gov.

Sincerely,

Peggy O'Guin, Administrator
Financial Accountability and Information Services

Last Reviewed: Tuesday, April 23, 2013

Appendix G:
Communication with CCC, CALCC and
Climate Corps Bay Area

Subject: SJCC review: Active Transportation Grant and Safe Routes to School

Date: Tuesday, April 22, 2014 at 10:31:23 AM Pacific Daylight Time

From: Cynthia Vitale

To: bob@sjcccharterschool.org

CC: 'dlujan@smcoe.org'

Hi Bob,

Please review the attached application and let me know if San Jose Conservation Corps would like to participate on this project.

Thanks,
Cynthia

----- Forwarded message -----

From: Daina Lujan <dlujan@smcoe.org>

Date: Wed, Apr 16, 2014 at 9:27 AM

Subject: Active Transportation Grant and CALCC

To: "calocalcorps@gmail.com" <calocalcorps@gmail.com>

Good Morning,

I am working on an ATP Grant Application. Attached is a project summary, map, timeline, and budget overview. I welcome input as to whether the attached application is something that CALCC interns can support.

Should you have any questions, please do not hesitate to contact me at this e-mail address or at [650-802-5306](tel:650-802-5306).

I look forward to hearing from you.

Best,
Daina

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Daina Lujan
Safe Routes to School Coordinator



101 Twin Dolphin Drive
Redwood City, CA 94065-1064

dlujan@smcoe.org
P (650) 802-5306 | F (650) 802-5322

Subject: RE: ATP Grant
Date: Thursday, April 17, 2014 at 5:27:09 PM Pacific Daylight Time
From: Clark, Virginia@CCC
To: 'Daina Lujan'
CC: Burks-Herrmann, Brenda@CCC

Daina,

The CCC in this location does not currently perform this type of work, therefore we will not opting to participate in this project.
Thank you

Virginia Clark
Region Deputy, Region 1

California Conservation Corps
(916) 341-3147
fx(877) 834-4177
virginia.clark@ccc.ca.gov

P PLEASE CONSIDER THE ENVIRONMENT BEFORE PRINTING THIS EMAIL
Visit our web site at www.ccc.ca.gov for more information about the California Conservation Corps
Visit our web site at www.WatershedStewards.com for more information about the Watershed Stewards Program

From: Daina Lujan [mailto:dlujan@smcoe.org]
Sent: Monday, April 14, 2014 5:33 PM
To: Clark, Virginia@CCC
Cc: Rankin, Michelle@CCC; Burks-Herrmann, Brenda@CCC; Wohlgemuth, Janet@CCC
Subject: Re: ATP Grant

Hi Virginia,

Attached for your review is a summary of the San Mateo County Office of Education ATP Project, Safe Routes for Health and Wellness. Thank you for your support and for making this opportunity possible.

I welcome feedback.

Best,
Daina
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Daina Lujan
Safe Routes to School Coordinator

Subject: Your inquiry re: Climate Corps Bay Area

Date: Wednesday, April 23, 2014 at 11:21:57 AM Pacific Daylight Time

From: Stephen Miller

To: dlujan@smcoe.org

Hello Daina.

Thank you for your recent inquiry into Climate Corps Bay Area. Please accept my apology for our delay in responding, as we are working out a technical issue with our prospective partner contact form.

I welcome the chance to speak with you about Climate Corps and the potential to support your county Safe Routes to Schools efforts. We're currently in the process of updating partner positions for the 2014-15 program cycle before going out in force to recruit candidates, so your timing is excellent. Attached please find our program flyer and program partner toolkit. Per page 6 of the toolkit PDF, Climate Corps Program Partners are asked to commit to a number of items, including:

- * Identify an onsite supervisor who will work with the Fellow to establish a Fellowship Scope and then meet regularly (weekly) with the Fellow to review and advise on progress.
- * Provide the Fellow with an onsite orientation during their first week
- * Work with the Fellow to design their Scope of Work (SOW) and training plan during the first month.
- * Provide for a Fellow/ Program evaluation 2 times during the program cycle
- * Report monthly on Fellow progress and hours through the SEI site team visit process.
- * Participate (as feasible) in key program events/ milestones (e.g.: Initial partners' orientation session; partner conference calls; helping to plan/host one of the monthly program trainings at your site, etc.)

After we speak, the next steps would be to develop a job description and to start to work-up a program partner MOU. I can take the lead on walking you through this. You can view the current cycle position descriptions at our website: www.climatecorps-bayarea.org, the clicking on the 'Fellows' tab and the 'Partner Sites' drop-down menu option.

Please let me know if there is a good day/time this week for us to connect by phone.

Regards,

Steve

Stephen Miller
Deputy Director
Strategic Energy Innovations
Climate Corps Program Director
899 Northgate Drive, Suite 410
San Rafael, CA 94903
415-507-2186 Phone
www.seiinc.org

Appendix H:
Link to Annotated San Mateo County Bicycle
and Pedestrian Master Plan

An annotated copy of the San Mateo County Bicycle and Pedestrian Master plan may be accessed at <http://bit.ly/smcregionalplan>

Appendix I:
Resolution in support of *Safe Routes for
Health and Wellness*

RESOLUTION 14-16

* * * * *

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY IN SUPPORT OF THE APPLICATIONS BY THE SAN MATEO COUNTY OFFICE OF EDUCATION, THE TOWN OF WOODSIDE, THE CITY OF BELMONT, SAN MATEO COUNTY, THE CITY OF PACIFICA, THE CITY OF SAN MATEO, THE TOWN OF HILLSBOROUGH, THE CABRILLIO UNIFIED SCHOOL DISTRICT, AND THE CITY OF SOUTH SAN FRANCISCO FOR ACTIVE TRANSPORTATION PROGRAM GRANTS.

* * * * *

RESOLVED, by the Board of Directors of the City/County Association of Governments of San Mateo County (C/CAG), that

WHEREAS, C/CAG currently provides pedestrian and bicycle (Active Transportation) planning and program management in San Mateo County; and

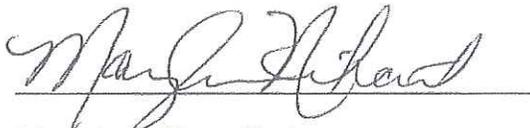
WHEREAS, C/CAG recognizes the benefit of supporting jurisdictions in seeking additional funding for Active Transportation planning, infrastructure, and programs; and

WHEREAS, C/CAG, is the designated Congestion Management Agency responsible for the development and implementation of the Congestion Management Program for San Mateo County; and

WHEREAS, C/CAG's 2013 Congestion Management Program for San Mateo County includes pedestrian and bicycle improvements in its performance measures;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of C/CAG that the Chair is hereby authorized and directed to execute this Resolution in support of the application by the aforementioned jurisdictions for Active Transportation Program Grants.

PASSED, APPROVED, AND ADOPTED THIS 8TH DAY OF MAY 2014.



Mary Ann Nihart, Chair

Attachment A:

List and Summary Descriptions of ATP Projects

Applicant	Project Title	Description
San Mateo County Office of Education	San Mateo County Safe Routes for Student Health and Wellness	<ul style="list-style-type: none">• Expand traffic safety education for walking and bicycling• Reduce crashes and risk• Increase walking, bicycling and transit mode share
Town of Woodside	Woodside Road School Pathway Project	<ul style="list-style-type: none">• Construct pathway separate from roadway on south side• Crossing enhancements at driveways and Mountain Home Road
City of Belmont	Ralston Avenue Corridor Complete Streets Improvement Project	<ul style="list-style-type: none">• Curb ramps, sidewalks• Bike lanes, fill gaps• Traffic safety campaign• Bicycle activated signals
San Mateo County Public Works	Sand Hill Road and I-280 Bicycle Lane Improvements	<ul style="list-style-type: none">• Fill gaps in bike lanes along segment• Install green lanes• Improve visibility of transition zones
City of Pacifica	Rockaway Beach to Pacifica State Beach Trail	<ul style="list-style-type: none">• Install cable railings• Improve surface of trail• Install bike racks
City of San Mateo	Safe Routes to School Program	<ul style="list-style-type: none">• Install curb ramps, sidewalks, lighting at all schools• Conduct school and public education, promotion, enforcement
Town of Hillsborough	Eucalyptus Trail Project	<ul style="list-style-type: none">• Construct a 5000 ft. paved trail creating a loop route connecting to Elementary School, etc.

Applicant	Project Title	Description
Cabrillo Unified School District (<i>with City of Half Moon Bay</i>)	Cunha Intermediate School Safety Project	<ul style="list-style-type: none"> • Install crossing and stop-control at school (Kelly Avenue)
City of San Mateo	North Central Pedestrian Infrastructure Improvements	<ul style="list-style-type: none"> • Curb ramps, landscaping, lighting, bulb-outs, etc. • Eight locations
City of Belmont	Old County Road Bike and Pedestrian Improvement Project	<ul style="list-style-type: none"> • Install bike lane and improve sidewalks • Fill gaps in sidewalk system along segment
City of South San Francisco	Linden Avenue Pedestrian and Bicycling Improvements	<ul style="list-style-type: none"> • Median refuge islands, curb ramps, crosswalks, etc. • Install Class 3 Bikeway
City of South San Francisco	Sunshine Gardens Traffic Calming Improvements	<ul style="list-style-type: none"> • Reduce speed limits in school zone • Install traffic circles, stop signs, etc.
City of South San Francisco	Spruce Avenue Traffic Calming Improvements	<ul style="list-style-type: none"> • Landscaping, medians, curb ramps • Crosswalk and flashing beacon, etc.

Appendix J:
MTC Required Documentation:
Complete Streets Checklist



COMPLETE STREETS CHECKLIST

Project title: *Safe Routes for Health & Wellness*
 County: *San Mateo County*
 Jurisdiction/agency: *San Mateo County Office of Education*
 Project location: *San Mateo County Schools*
 Contact name: *Daina Lujan*
 Contact phone: *650-802-5306*
 Contact e-mail: *dlujan@smcoe.org*

Preamble

Recent federal, state and regional policies call for the routine consideration of bicyclists and pedestrians in the planning, design and construction of all transportation projects. These policies—known as “Routine Accommodation” guidelines—are included in the federal surface transportation act (SAFETEA-LU), Caltrans Deputy Directive 64, and MTC Resolution 3765, which calls for the creation of this checklist.

In accordance with MTC Resolution 3765, agencies applying for regional transportation funds must complete this checklist to document how the needs of bicyclists *and* pedestrians were considered in the process of planning and/or designing the project for which funds are being requested. For projects that do not accommodate bicyclists *and* pedestrians, project sponsors must document why not. According to the resolution, the checklist is intended for use on projects at their earliest conception or design phase.

This guidance pertains to transportation projects that could in any way impact bicycle and/or pedestrian use, whether or not the proposed project is designed to accommodate either or both modes. Projects that do not affect the public right-of-way, such as bus-washers and emergency communications equipment, are exempt from completing the checklist.

I. Existing Conditions

1 PROJECT AREA

a. What accommodations for bicycles and pedestrians are included on the current facility and on facilities that it intersects or crosses?

Not applicable

b. If there are no existing pedestrian or bicycle facilities, how far from the proposed project are the closest parallel bikeways and walkways?

All San Mateo County School provide ADA access

c. Please describe any particular pedestrian or bicycle uses or needs along the project corridor which you have observed or of which you have been informed.

Not applicable

d. What existing challenges could the proposed project address for bicycle and pedestrian travel in the vicinity of the proposed project?

Not applicable

2 DEMAND

What trip generators (existing and future) are in the vicinity of the proposed project that might attract walking or bicycling customers, employees, students, visitors or others?

San Mateo County School Sites

3 COLLISIONS

In the project design, have you considered collisions involving bicyclists and pedestrians along the route of the facility? If so, what resources have you consulted?

Transportation Injury Mapping System and 72 walk/bike audits of San Mateo County Schools

II. Plans, Policies and Process

④ PLANS

- a. Do any adopted plans call for the development of bicycle or pedestrian facilities on, crossing or adjacent to the proposed facility/project? If yes, list the applicable plan(s).

San Mateo County Bicycle & Ped.
Master Plan

- b. Is the proposed project consistent with these plans?

Yes

⑤ POLICIES, DESIGN STANDARDS & GUIDELINES

- a. Are there any local, statewide or federal policies that call for incorporating bicycle and/or pedestrian facilities into this project? If so, have these policies been followed?

3 local school district policies, yes

- b. If this project includes a bicycle and/or pedestrian facility, have all applicable design standards or guidelines been followed?

Not applicable

⑥ REVIEW

If there have been BPAC, stakeholder and/or public meetings at which the proposed project has been discussed, what comments have been made regarding bicycle and pedestrian accommodations?

See Section IV, Question 3
of ATP Application

III. The Project

⑦ PROJECT SCOPE

What accommodations, if any, are included for bicyclists and pedestrians in the proposed project design?

Improved safety through
education

⑧ HINDERING BICYCLISTS/PEDESTRIANS

- a. Will the proposed project remove an existing bicycle or pedestrian facility or block or hinder bicycle or pedestrian movement? If yes, please describe situation in detail.

No

- b. If the proposed project does not incorporate both bicycle and pedestrian facilities, or if the proposed project would hinder bicycle or pedestrian travel, list reasons why the project is being proposed as designed.

- Cost (What would be the cost of the bicycle and/or pedestrian facility and the proportion of the total project cost?)

\$900,000 requested; \$4,036,000 Total
Project

- Right-of-way (Did an analysis lead to this conclusion?)

Not applicable

- Other (Please explain.)

⑨ CONSTRUCTION PERIOD

How will access for bicyclists and pedestrians be maintained during project construction?

Not applicable

⑩ ONGOING MAINTENANCE

What agency will be responsible for ongoing maintenance of the facility and how will this be budgeted?

The San Mateo County
Office of Education

Appendix K:
MTC Required Documentation:
*Regional Competitive ATP Supplemental
Application Form*

Metropolitan Transportation Commission
Cycle 1 Regional Competitive Active Transportation Program (ATP)
Supplemental Project Application
May 22, 2014

SUPPLEMENTAL QUESTIONS

In addition to the Statewide ATP Application Form, applicants interested in applying for regional competitive ATP funds must include answers to these supplemental questions. Additional information on the MTC regional competitive ATP and application materials is available at:

<http://www.mtc.ca.gov/funding/ATP>.

PROJECT INFORMATION

Applicant Agency: San Mateo County
Office of Education

Project Title: San Mateo County
Safe Routes for Health
and Wellness

ATP \$ Requested: \$900,000

Applied for State ATP? Y

Same scope/cost as State App.? Y

If you answered "No" to the above question, please explain the reasons for your answer (on separate page).

SCREENING CRITERIA

1. BENEFIT TO REGION'S COMMUNITIES OF CONCERN

The MTC region has already adopted a measure to define Disadvantaged Communities known as "Communities of Concern". Refer to pages 5-6 of the Regional Competitive ATP Guidelines, Attachment A for more information (see <http://www.mtc.ca.gov/funding/ATP>).

Benefit to Region's Communities of Concern (this question will be used for screening criteria only to determine if it meets the state 25% programming goal for projects that benefit disadvantaged communities).

- a. Does the project significantly benefit a Community of Concern? Y
- b. If yes, describe benefit to a Community of Concern (on separate page).

2. LOCAL MATCH REQUIREMENT

Consistent with CTC guidance, the local match requirement for the regional ATP is 11.47%. However, no local match is required for projects benefiting a Community of Concern, stand-alone non-infrastructure projects, and safe routes to schools projects. As an added provision, a project sponsor may request the local match requirement be waived for the construction phase of an infrastructure project if the pre-construction phases are entirely funded using non-federal and non-ATP funds. This provision minimizes the number of federalized phases requiring an E-76 through Caltrans Local assistance.

Does the project request the 11.47% match requirement be waived? Y

If yes, under what category (1-4) are the match requirements waived: 3

1. Project benefits a disadvantaged community/ Community of Concern
2. Project is a stand-alone non-infrastructure project
3. Project is a Safe Routes to School project
4. Project’s pre-construction phases are funded by non-federal and non-ATP funds.

Indicate which pre-construction phases are funded by non-federal and non-ATP funds:

Project Phase	Amount	Fund Source
PE Phase (includes PA&ED and PS&E)	\$	
Right of Way Phase (includes support)	\$	

Note: specific breakdown into six phases (PA&ED/environmental, PS&E/final design, ROW capital, ROW support, Const. capital, Const. support) must be detailed by year and fund source in the Project Programming Request (PPR) form (as part of the ATP application).

3. PROGRAMMING AND DELIVERABILITY

The ATP is primarily a federally-funded program with limited state-only funds; therefore, project sponsors should expect ATP projects to be federalized. Additionally, all projects selected for Regional Competitive ATP funds must comply with MTC Resolution No. 3606 Regional Delivery Deadlines and Policies (see <http://www.mtc.ca.gov/funding/ATP>).

a. Indicate the type of ATP funding requested.

100% Federal	<input checked="" type="checkbox"/>	100% State-Only*	<input checked="" type="checkbox"/>	Combined Federal/State	<input type="checkbox"/>
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*If unable to use federal funds, explain why (on separate page).

b. Can the project meet the prescribed obligation deadlines below?

Funds programmed in FY 2014-15: Obligation* by 3/31/2015. Y

Funds programmed in FY 2015-16: Obligation* by 1/31/2016. Y

* Obligation is the federal authorization to proceed/E-76 approval

REGIONAL EVALUATION CRITERIA (to be scored in addition to State Criteria)

4. CONSISTENCY WITH REGIONAL PRIORITIES AND PLANNING EFFORTS (0 to 10 points)

Applicants shall describe the project’s consistency with previously-approved regional priorities, and how the project meets Plan Bay Area’s objective to meet SB 375 commitments. Points will be awarded for the degree of the proposed project’s consistency with regional priorities. Refer to page 7 of the Regional Competitive ATP Guidelines, Attachment A, for examples (see <http://www.mtc.ca.gov/funding/ATP>).

a. Describe how the project is consistent with regional priorities or helps the region to achieve regional priorities (on separate page).

Projects will be evaluated on the following:

- Projects that substantially meet regional priorities – 8-10 points
- Projects that moderately meet regional priorities – 5-7 points
- Projects that minimally meet regional priorities – 1-4 points
- Projects that do not meet regional priorities – 0 points

Additional Explanations:***Community of Concern***

Safe Routes for Health and Wellness program materials and implementation support will be provided to all San Mateo County schools in order to foster the long-term sustainability of the Safe Routes to School program throughout San Mateo County. While the program will be available to all of San Mateo County communities regardless of socioeconomic status, the level of implementation support available to schools will vary. School districts in communities with median incomes lower than the county average and school districts that are not part of healthcare districts will receive intensive hands on implementation support. Affluent communities that reside within healthcare districts will receive access to the materials and technical advisory assistance with implementation.

The level of implementation support is varied because of differences in access to implementation personnel and levels of parent involvement. Healthcare districts fund district personnel who can provide trainings and facilitate program implementation. Additionally, communities with higher median incomes tend to report higher levels of parent involvement and volunteerism, while communities with lower median incomes tend to report lower levels of parent involvement and volunteerism (San Mateo County Safe Routes to School Parent Survey Data). Parent volunteers, like district health personnel, can facilitate program implementation. As such, communities in healthcare districts and/or with higher median incomes will receive technical advisory assistance with implementation while communities outside of healthcare districts and/or with lower median incomes will receive intensive, hands on implementation support. During the implementation phases of the project, 20% of the program coordinator's and Climate Corps Fellow's time will be dedicated to technical advisory assistance and 80% of the program coordinator's and Climate Corps Fellow's time will be dedicated to hands on implementation

support in communities of concern. The increased level of support and the increased amount of time dedicated to communities of concern will ensure that all students have access to the program elements.

Consistency with Regional Priorities and Planning Efforts

Two goals from the *San Mateo County Comprehensive Bicycle and Pedestrian Plan*¹, adopted September 8, 2011, closely align with the proposed project. These two goals include “more people walking and riding for transportation and recreation” and “improved safety for bicyclists and pedestrians.” The safe school travel and community empowerment elements of the proposed project will support a culture shift that embraces walking and bicycling. This will increase the number of students who walk and ride to and from school for transportation. Additionally, the direct student education elements of the proposed project include safety education. This will improve safety for bicyclists and pedestrians.

¹ An annotated version of this plan and its companion document, *A Resource Guide for the Education, Promotion, Funding, and Design of Bicycle and Pedestrian Facilities*, is available for download from <http://bit.ly/smcregionalplan>