

DEPARTMENT OF PUBLIC SERVICE

Roger H. Rouse Director

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Roads 248.656.4685

Water / Sewer 248.656.4685

August 28, 2007

To: School Principals (K through 8) within the City of Rochester Hills

- | | |
|-----------------------------------|-----------------------------|
| Avondale Meadows Upper Elementary | McGregor Elementary |
| Avondale Middle | Meadow Brook Elementary |
| Brewster Elementary | Musson Elementary |
| Brookfield Academy | North Hill Elementary |
| Brooklands Elementary | Oakland Steiner |
| Deerfield Elementary | Reuther Middle |
| Hamlin Elementary | Rochester Hills Christian |
| Hampton Elementary | University Hills Elementary |
| Hart Middle | Van Hoosen Middle |
| Holy Family | West Middle |
| Long Meadows Elementary | |

Re: Michigan's Safe Routes to School Program – City File #E07-018

Dear Principal:

On behalf of the City of Rochester Hills, I recently attended the Southeast Michigan Council of Governments (SEMCOG) sponsored workshop regarding the implementation process for the Michigan Safe Routes to School (SR2S) Program. As part of the recent federal transportation funding program Safe, Accountable, Flexible, Efficient, Transportation, Equity Act: A Legacy for Users (SAFETEA-LU), federal dollars have been earmarked toward funding both infrastructure and non-infrastructure projects to promote and enhance the health and safety of school children. The total estimated dollars that will be available to Michigan through the SR2S Program is \$16,000,000, through 2009.

Federal funding is available to all schools (public, private, parochial, charter, etc.) that have at least one (1) grade in the kindergarten through eighth grade levels. Attached for your review is a brief outline of the program, and what types of projects are eligible. Example projects include sidewalks, traffic calming, public awareness campaigns, traffic enforcement, etc. The initial step in the funding application process requires that each individual school become officially registered through the SR2S. A copy of the registration application is attached for your review; and must be completed and submitted by the individual school's principal.

City Hall General Information 248.656.4600

Bryan K. Barnett Mayor 248.656.4664

School Principals
Re: Safe Routes to School Program
August 28, 2007
Page 2 of 2

The Rochester Hills engineering staff is offering to assist your school in defining potential projects and submitting them for grant funding approval. Please note that approved projects are funded 100% by federal monies, and do not require a local match. Funds do not cover preliminary design or construction engineering costs.

Additionally, the SR2S is providing a three (3) day workshop from November 5th through the 7th at the Dearborn Inn to cover a wide range of topics and provide further information to all interested stakeholders regarding the program. A copy of the workshop agenda is included for your reference.

If you are interested in learning more about the SR2S Program or have any questions, please contact me at (248) 656-4640 or at: shumejkop@rochesterhills.org, so that we may discuss it further. Also, I would like to coordinate and schedule a meeting among interested schools and provide assistance with completing the initial registration application form to initiate the process. Additional information regarding this program is also available at: www.saferoutesmichigan.org. A copy of the SR2S Handbook request form is attached for your review.

Sincerely,



Paul G. Shumejko, P.E., PTOE
Transportation Engineer

PGS/jfd

Attachments: As noted

c: Mayor Bryan K. Barnett
City Council Members
Roger H. Rouse, DPS Director
Paul M. Davis, P.E., City Engineer
Mike Hartner, Director of Parks and Forestry
Department Directors
Advisory Traffic and Safety Board Members
Captain Smith, OCSD
Chief Ron Crowell, RHFD
(Include attachments for all above)
File

It's easy when you join SafeRoutes to School!

Safe Routes to School (SR2S) is a state and national program to make it safe, convenient and fun for children to bicycle and walk to school. When routes are safe, walking or biking to and from school is an easy way to get the regular physical activity children need for good health. In Michigan, officials from transportation, public health and education have joined with parents, students, teachers, school administrators, engineers, landscape architects, law enforcement and other community leaders to support Safe Routes to School.

The Handbook — everything you need for SR2S success!

- Special events and programs
- Building a SR2S team
- Parent and student surveys
- Assessing routes
- Planning for today and the future

Training to kickstart your program!

- How to start and sustain your program using the Handbook
- Hands-on demonstrations of the five key SR2S components
- Great team building opportunity
- Nationally trained SR2S instructors



Timesaving extras!

- CD with SR2S flyers, invitations, press releases and much more
- PowerPoint presentations
- Video to show community partners and build support

Call 1-800-434-8642 to get started!

Photo courtesy Pedestrian and Bicycle Information Center

Limited Time Offer!

Receive the SR2S Handbook and Training **ABSOLUTELY FREE!**

Contact us today!

Call 1-800-434-8642 to order your SR2S Handbook and to get information on training dates and locations

Fax a copy of this form to: 517-347-8145

or Mail a copy of this form to: PO Box 27187, Lansing, MI 48909

Visit www.saferoutesmichigan.org for training information



Yes, I'd like to learn more about Safe Routes to School

School Name: _____

Grade Levels: _____ # of Students: _____

School District & County: _____

School Address: _____

City / State / ZIP: _____

School Phone: _____ School Fax: _____

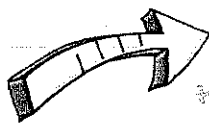
Contact Person: _____

Contact's Phone: _____ Contact's E-mail: _____



Why do we need Safe Routes to School?

- Improve safety around school during drop-off and pick-up times.
- Decrease traffic congestion around school.
- Identify and fix barriers for safe biking and walking.
- Teach students pedestrian and bicycle safety.
- Increase the number of students who can safely walk and bike to school.



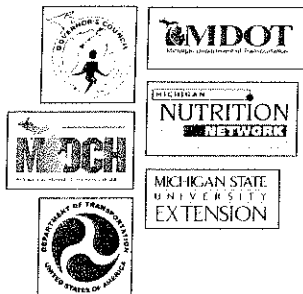
*Safe Routes to School:
Community members working together
to make it safer to walk and bike to school!*



developed by:
Governor's Council on Physical Fitness
P.O. Box 27187, Lansing, MI 48909

Visit us online at: www.saferoutesmichigan.org

Safe Routes to School Sponsors:



NON-PROFIT
U.S. POSTAGE
PAID
PERMIT #1037
LANSING, MI
48909

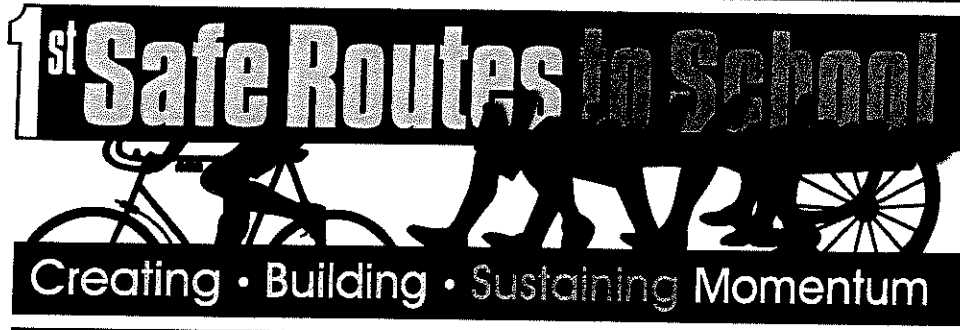
*What if you could
improve safety
increase physical activity
and reduce traffic
at school?*



Michigan: 2005

Sound like a good idea?

The National Center for Safe Routes to School
and the
Safe Routes to School National Partnership
Proudly Present the:



SAVE THE DATES
November 5-7, 2007
The Dearborn Inn • Dearborn, MI

Hear from motivating keynote speakers:

Coach Herman Boone

His inspirational story was captured in the Disney film "Remember the Titans" starring Academy Award-winner Denzel Washington. Coach Boone understands the value of diversity, community involvement and teamwork.

Dr. Catherine O'Brien

Canada's leading expert on child and youth friendly planning. Her work emphasizes the significance of creating communities that meet the needs and aspirations of children and planning for sustainable happiness.

Sponsored by



Hosted by the Michigan Fitness Foundation

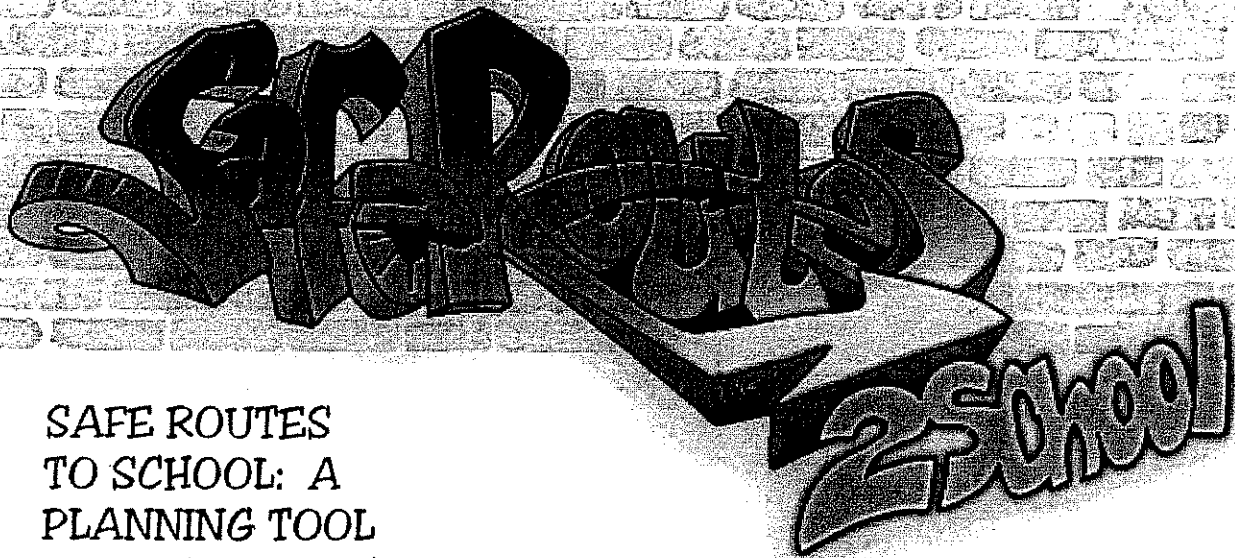


Workshop topics include:

- Social marketing
- Bike safe practices
- Youth involvement
- Empowering parents
- Law enforcement & safety
- Working in diverse communities
- School siting
- Walk to school events
- Evaluation
- The value of inclusion
- Lessons learned
- Mobile workshops

Much more...

www.saferoutesmichigan.org/nationalconference.htm
517-663-5147 or 517-347-7891



SAFE ROUTES TO SCHOOL: A PLANNING TOOL FOR EVERYONE! PART 1 OF 4

"Children are one third of our population and all of our future." —select panel for the Promotion of Child Health, 1981

→ PLANNERS AND THE SAFE ROUTES 2 SCHOOL PROGRAM

Schools and the communities in which they are located are inextricably tied. "Healthy" schools often add to a strong and vibrant region. Historically, schools, particularly elementary schools, were located within a safe walking or biking distance to the residential areas within its boundaries. This also led to building local connections and relationships.

The purposes of Safe Routes to School (SR2S) programs are:

- To enable and encourage children, including those with disabilities, to walk and bicycle to school
- To make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age
- To facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of elementary schools.

The trend has been away from this in recent years, to the detriment of both the community and the students. The SR2S program provides funding to schools to implement projects that encourage walking and biking to school.

Community planners should be encouraged by this program, and seek to work closely with local schools and other professionals. By providing their expertise and knowledge to local schools, planners can:

- Facilitate school improvements that are consistent with the planning goals of the community
- Institutionalize the concept of the planning community and SR2S working together to advance walkable and healthy communities
- Bridge the planning disconnect that often happens between school districts and community planning
- Offer a win-win solution to such growing concerns as traffic congestion and safety, busing costs, health, and student performance
- Utilize a funding source for planning efforts and implementation
- Maximize on a tremendous opportunity for improvement in our urban centers; an area of critical focus for Michigan's future.

The Michigan Association of Planning (MAP) has obtained a grant through the Governors Council

on Physical Fitness that contains many elements, all of which seek to encourage local government to work closely with schools to encourage biking and walking to school, and more broadly, to ensure that the connection between the school and the community is strengthened.

Planners can play a critical role in advancing the program, through advocacy to local schools, review of projects, and educating schools about best practices for improvements. The major thrust of MAP's effort is to market, promote, and explain the program to community planners, and other professionals from related fields, so that they can help advance the program to their communities and local schools.

The MAP project includes education through the monthly magazine, fliers, a Frequently Asked Questions brochure; policy and legislative work that dovetails with MAP's established school and local government policy, and upcoming legislative initiatives and conference topics.

→ WHY IS THIS IMPORTANT?

There is direct correlation between our environment, our health and the opportunities we have to be active. The level of physical inactivity and overweight rates among all age groups have risen to the level of a public health crisis in the United States. The number of overweight children and teens has doubled and

tripled in just 20 years. Results of this include a 10-fold increase in Type-2 (adult onset) diabetes among children from 1982 to 1994. This impact is not only affecting our waistlines, but also our pockets through skyrocketing medical expenses.

MICHIGAN TAKES THE LEAD

In 2003, the Michigan Department of Transportation, through the Federal Highway Administration Transportation Enhancement Program, funded a two-year state Safe Routes to School pilot project which was administered by the Governor's Council on Physical Fitness/Michigan Fitness Foundation. The purpose of the project was to develop materials and procedures to help Michigan elementary schools begin and sustain SR2S initiatives.

Pilot program accomplishments include:

- Forming an active, multi-disciplinary state coalition of more than 25 agencies, departments, non-profits, for-profits, and elementary school representatives;
- Forming 11 pilot elementary school/community SR2S teams (rural/urban/suburban and low-income), which have continued their program past the two-year pilot effort;
- Administering surveys to learn parents' and students' attitudes, beliefs, and behaviors;
- Developing Michigan's SR2S logo and social marketing material;
- Producing a comprehensive, user-friendly handbook and locally customizable materials; and
- Developing an SR2S training program for school and community stakeholders with a training curriculum which parallels the handbook.

The pilot project drew heavily on the considerable talents of the coalition and its steering committee,

which included representatives from the Michigan Association of Planning, Michigan Trails and Greenways Alliance, the League of Michigan Bicyclists, Michigan State University's Department of CARRS (Community, Agriculture, Recreation and Resource Studies), the American Heart Association, Michigan State University Extension/ Michigan Nutrition Network, the Michigan chapter of SAFE Kids USA, the American Society of Landscape Architects, the Michigan State Police, and the Michigan Departments of Community Health, Education, and Transportation.

Michigan's Safe Routes to School program is managed by the Michigan Department of Transportation (MDOT) with training, logistical, administrative, and technical support from the Governor's Council on Physical Fitness, Health and Sports. A state coalition and steering committee provides leadership for all aspects of the program.

A federal Safe Routes to School program was authorized as part of the surface transportation bill signed into law in August 2005. As a result, every state now has dedicated dollars to help with infrastructure improvements (e.g. new sidewalks and traffic calming projects) and non-infrastructure activities to encourage and enable students to walk and bicycle to school.

STAY TUNED!

Future articles will address details such as:

- The SR2S Handbook (filled with templates and tools for instant implementation) and tips on the suggested planning process
- Statistics and baseline information from pilot schools tracking results
- Details on the grant application and funding

PROGRAM BACKGROUND

- The federal SR2S program was enacted with passage of the federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) in August of 2005.
- The statute authorizes \$612 million nationwide for a five-year period ending September 2009.
- Funding is distributed to each state in proportion to the state's share of the national student enrollment in grades K-8; schools serving this population are eligible for SR2S projects.
- Michigan's allocation totals \$19 million, divided among five annual apportionments.
- The SR2S program is administered by the Office of Transportation Economic Development and Enhancement (TEDE) of the Michigan Department of Transportation (MDOT).

- Success stories from pilot school projects
- Future steps such as Safe Route to Work initiatives

ABOUT THE AUTHOR

Doug Schultz, RLA is the Director of Landscape Architecture at ROWE Incorporated (www.roweincorp.com). He is a charter member of the Safe Routes to School Coalition that helps shape the program along with other key stakeholder groups.

FOR MORE INFORMATION

For additional information contact the Governor's Council on Physical Fitness, Health and Sports/ Michigan Fitness Foundation at 1.800.434.8642 or visit the Web pages: www.michiganfitness.org or www.saferoutesmichigan.org.



MICHIGAN FITNESS FOUNDATION

Michigan's Safe Routes to School Program

An overview by the Michigan Department of Transportation



Program Background

- The SR2S program was enacted with passage of the federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) in August of 2005.
- The statute authorizes \$612 million nationwide for a 5 year period ending September, 2009.
- Funding is distributed to each state in proportion to the state's share of the national student enrollment in grades K-8; schools serving this population are eligible for SR2S projects.
- Michigan's total authorization is \$19 million through 2009. Conservatively, it is estimated that after congressional and federal administration reductions, Michigan will have \$16 million for Safe Routes to School statewide.
- The SR2S program is administered by the Office of Transportation Economic Development and Enhancement (TEDE) of the Michigan Department of Transportation (MDOT).

Program Purposes

SAFETEA-LU specifies the following purposes for the program:

- To enable and encourage children, including those with disabilities, to walk and bike to school.
- To make bicycling and walking to school a safer and more appealing alternative, thereby encouraging a healthy and active lifestyle from an early age.
- To facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools.

Eligible Activities

SR2S funds can support both infrastructure and noninfrastructure projects. The statute identifies project types for each category as follows:

Infrastructure Projects

- Sidewalks
- Traffic calming and speed reduction
- Pedestrian and bicycle crossing improvements
- On-street and off-street bicycle facilities
- Off-street pedestrian facilities
- Traffic diversion improvements in the vicinity of schools

Noninfrastructure Projects

- Activities to encourage walking and bicycling to school
- Public awareness campaign, community outreach
- Traffic enforcement operations in the vicinity of schools
- Traffic education
- Student training sessions (bicycle and pedestrian safety)
- Funding for training volunteers and managers of safe routes to school programs

Program Requirements

- Eligible recipients include state, local and regional agencies including nonprofit organizations.
- SR2S funding is 100 percent federal; no match is required.
- Infrastructure projects must be within a two mile radius of the school.
- In Michigan, a school-based planning process must be completed as a prerequisite for funding.

How to Apply

Visit Michigan's SR2S website www.saferoutesmichigan.org for information on the required planning process, and for the status of application guidance contact Michael D. Eberlein, Michigan's SR2S Program Coordinator, at 517.335.3040.

SAFE ROUTES TO SCHOOL REGISTRATION

(All fields are required; please print or type; use one form per school)

1. School name: _____

2. Principal's name: _____

3. Principal's e-mail: _____

4. School district: _____

5. School Address: _____

6. City: _____ 7. Zip: _____ 8. County: _____

9. School telephone #: _____ 10. School fax #: _____

11. Number of students in the school: _____ 12. Grades served: _____

13. School start time (grades 1+): _____ AM 14. School dismissal time (grades 1+): _____ PM

15. Number of classrooms by grade (where applicable):

K	<input type="text"/>	3 rd	<input type="text"/>	6 th	<input type="text"/>	9 th	<input type="text"/>	12 th	<input type="text"/>
1 st	<input type="text"/>	4 th	<input type="text"/>	7 th	<input type="text"/>	10 th	<input type="text"/>		
2 nd	<input type="text"/>	5 th	<input type="text"/>	8 th	<input type="text"/>	11 th	<input type="text"/>		

16. Does the school have a computer lab? Yes No

16a. If yes, please indicate: Number of computer labs: _____ Number of computers: _____

17. % of students eligible for free or reduced meals: _____% (as reported to the state for the most recent school year)

18. % of students that ride the bus: _____% (as reported to the state for the most recent school year)

19. Approximate number or percentage of students living within 1 mile of school: _____% OR _____ students

20. Number of households for student population: _____

21. Estimated % of households with home Internet access: _____%

22. Which of the following entities are responsible for the roads students walk along to get to school? (check all that apply)

Municipal public works department County road commission Michigan Department of Transportation

23. Does your city/town/village have a master development plan? Yes No

23a. If yes, do you know where to obtain a copy? Yes No

24. Safe Routes to School coordinator (Name): _____

25. Coordinator's phone number: _____

26. Coordinator's e-mail address: _____

27. Principal's signature: _____ 28. Date: _____

Fall 2007 Training Dates

If you or a member of your school's Safe Routes to School team is interested in attending a training session, please indicate your preferred session below. Each school may send **up to 2** representatives. You may enroll for training by filling out the information below or by contacting the Safe Routes to School office at 1-800-434-8642. **Space is limited and pre-enrollment for training is required.** Please check www.saferoutesmichigan.org for the most recent training information.

- | | | | |
|---|----------|---|--------------|
| <input type="checkbox"/> September 26, 2007 | Bay City | <input type="checkbox"/> October 11, 2007 | Battle Creek |
| <input type="checkbox"/> September 29, 2007 | Detroit | <input type="checkbox"/> October 18, 2007 | Kalkaska |

1. Attendee (name): _____

Title (if applicable): _____

Attendee's e-mail address: _____

Attendee's phone number: _____

2. Attendee (name): _____

Title (if applicable): _____

Attendee's e-mail address: _____

Attendee's phone number: _____

Mail the completed registration to:

Alex Nikoloff
Safe Routes to School
P.O. Box 27187
Lansing, MI 48909

Or fax to: (517) 347-8145

Safe Routes to School

PROGRAM OVERVIEW

Safe Routes to School (SR2S) is a worldwide movement—and now a federal program—to make it safe, convenient and fun for children to bicycle and walk to school. When routes are safe, walking and biking to and from school are easy ways for children to get the regular physical activity they need for good health. Safe Routes to School initiatives also help ease traffic jams and air pollution, unite neighborhoods and contribute to students' readiness to learn in school.

The federal Safe Routes to School program was authorized as part of the surface transportation bill signed into law in August 2005. As a result, every state now has dedicated dollars to help with infrastructure improvements (e.g. new sidewalks and traffic calming projects) and non-infrastructure activities to encourage and enable students to walk and bicycle to school.

The federal legislation specifies the following purposes for the program:

- To enable and encourage children in **grades K-8**, including those with disabilities, to walk and bike to school.
- To make bicycling and walking to school a safer and more appealing alternative, thereby encouraging a healthy and active lifestyle from an early age.
- To facilitate the planning, development and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools.

Michigan's Safe Routes to School program is managed by the Michigan Department of Transportation (MDOT), with training, logistical, administrative and technical support from the Governor's Council on Physical Fitness, Health and Sports. A state coalition provides leadership for all aspects of the program.

ELIGIBLE ACTIVITIES

SR2S funds can support both infrastructure and noninfrastructure projects. At least 70 percent of the money must be spent on infrastructure-related projects and at least 10 percent must be spent on noninfrastructure-related projects. The rest (20 percent) can be spent on either. Eligible recipients include state, local and regional agencies including nonprofit organizations. SR2S funding is 100 percent federal; no match is required. The application is available online at www.saferoutesmichigan.org.

The statute identifies project types for each category as follows:

Infrastructure Projects

- Sidewalks
- Traffic calming and speed reduction
- Pedestrian and bicycle crossing improvements
- On-street and off-street bicycle facilities
- Off-street pedestrian facilities
- Traffic diversion improvements in the vicinity of schools

Noninfrastructure Projects

- Activities to encourage walking and bicycling to school
- Public awareness campaign, community outreach
- Traffic enforcement operations in the vicinity of schools
- Traffic education
- Student training sessions (bicycle and pedestrian safety)
- Funding for training volunteers and managers of safe routes to school programs

In Michigan, a school-based planning process must be completed as a prerequisite for funding (see "Program Expectations").

PROGRAM EXPECTATIONS

All Safe Routes to School programs are different because each school faces challenges and opportunities unique to their own community. Despite these differences, successful Safe Routes to School programs have common elements. Schools that begin a Safe Routes to School program can be expected to:

1. Establish a Safe Routes to School team that includes a school administrator, teacher(s), student leader(s), parent(s), a local law enforcement official/officer and a representative from the local road authority (i.e., city engineer, road commission employee, or a representative from the local MDOT Transportation Service Center).
2. Designate a Safe Routes to School team leader.
3. Obtain principal's signature(s).
4. Assess attitudes and behaviors related to walking and biking to school.
5. Assess safety of walking and biking routes, including school grounds.
6. Develop an action plan. The SR2S Team will review findings from the walking audit and information collected through student and parent surveys to develop recommendations for improvements to routes and other supportive efforts.

TECHNICAL ASSISTANCE AND OTHER SUPPORT

All schools enrolled in Michigan's Safe Routes to School program will receive the following at no charge from the Governor's Council on Physical Fitness, Health and Sports:

1. A SR2S Handbook. The SR2S Handbook is a user-friendly guide to starting and maintaining a Safe Routes to School program. The Handbook contains many time-saving extras, including templates for creating flyers, invitations, surveys and more. A copy of the Handbook may be obtained by attending a Safe Routes to School training session, or downloading a copy from www.saferoutesmichigan.org.
2. Training. Safe Routes to School team leaders are encouraged to attend a free one-day training session. Training sessions feature several hands-on exercises to help teams get started.
3. Walk to School Day Kits. Schools that register for Walk to School Day—a one day event—receive an event-planning guide, brochures for every child/family, stickers for all walkers, a certificate from the Governor upon completion, and more.
4. An e-newsletter that contains tips and ideas on how to build your program.
5. Telephone and e-mail assistance from the Governor's Council on Physical Fitness, Health and Sports/Michigan Fitness Foundation.

HOW TO REGISTER

Register your school by completing and returning the enclosed registration form. Please contact Alex Nikoloff at 517/347-7891 or anikoloff@michiganfitness.org with any questions and visit www.saferoutesmichigan.org for more information on Michigan's Safe Routes to School program.