



Active Allegheny Grant Program Program Guidelines

Introduction

Allegheny County Economic Development, in partnership with the Allegheny County Health Department (ACHD), is pleased to announce that funding is now available through the **Active Allegheny Grant Program (AAGP)**. The purpose of the AAGP is to provide financial assistance to communities to develop plans and design transportation projects that will, when implemented, provide bicycle and pedestrian connections to important local destinations and transportation systems and increase residents' opportunities for physical activity. In addition, a small amount of funding is available to assist in the provision of materials to re-allocate roadway space to accommodate physical distancing needs due to COVID-19. ACED staff will help grantees assess the appropriateness of different funding programs to obtain funding for subsequent phases of project implementation if necessary.

The AAGP seeks to implement projects that are identified in, or consistent with, *Active Allegheny*, the County's active transportation plan, and the transportation element of *Allegheny Places*, the County's comprehensive plan. In addition, by increasing opportunities for physical activity, the grant program expands the efforts of Allegheny County's *Live Well Allegheny* (LWA) campaign to address major risk behaviors that contribute to chronic disease in Allegheny County. By providing resources for the design and integration of active, safe, and walkable and bikeable spaces into neighborhoods, this effort also implements recommendations identified in *Plan for a Healthier Allegheny*, the County's adopted guide for health improvement.

For 2020, \$175,000 is available for award through the AAGP.

Eligible Applicants

Applications will be accepted from:

1. Allegheny County municipalities
2. Councils of Government applying on behalf of one or more of its members

Multi-municipal applications are allowed and **strongly** encouraged. Only one grant application will be considered per municipality, including joint applications.

Eligible Projects

For this cycle of funding, ACED will consider the following types of projects:

- **Planning** – Projects that seek to identify the needs of pedestrians and bicyclists and develop recommendations for addressing the needs. Examples of eligible projects include, but are not limited to, the following:
 - Create a community-wide active transportation plan to identify needed improvements, policies, and programs related to active transportation modes.
 - Conduct a planning effort to identify alternatives for addressing a specific walking or biking issue.
 - Develop community walking and/or bicycling routes.
 - Conduct a plan to develop a wayfinding system for active transportation modes.
- **Engineering and Design** – Projects that seek to move a proposed project towards construction implementation. Examples of eligible projects include, but are not limited to, the following:
 - Complete engineering and design work on a pedestrian and/or bicycle improvement recommended in an existing plan (e.g., community comprehensive plan, bicycle and pedestrian plan, corridor plan, etc.).
 - Complete engineering and design work on a specific pedestrian and/or bicycle improvement highlighted in *Active Allegheny* and/or the transportation element of *Allegheny Places*.
Please note: Any design work involving a PennDOT- or County-owned facility must comply with the applicable requirements of the respective agency. Project sponsors **must** coordinate with either agency before submitting the grant application to ensure that the proposed project is allowed.
- **Installation of Materials to Facilitate Active Transportation Physical Distancing** - Projects that seek to purchase materials and/or equipment to facilitate the temporary or permanent re-allocation of right-of-way space to accommodate physical distancing for people that walk, bike, use mobility aids, or other forms of active transportation in the community. Where applicable, the re-allocation of space must not impair existing public transit service operations. The project sponsor must obtain the permission of the roadway owner if it is not a local road. Examples of potential project elements include, but are not limited to, the following:
 - Safety Barricades
 - Traffic cones
 - Signage
 - Pavement marking stencils
 - Paint and thermoplastic adhesives

Note: The grant program **does not** fund the planning and design of amenities and trails located in parks.

Match Requirement

For 2020, the local match requirement has been suspended.

Maximum Grant Request

1. For planning and engineering projects, the maximum allowable request per applicant, project, or application is \$50,000. ACED will consider applications that exceed \$50,000 for projects that will significantly improve opportunities for physical activity, connect to major systems, and/or represent multi-municipal efforts.
2. For purchases related to the re-allocation of roadway space for physical distancing needs, the maximum allowable request is \$5,000.
3. COGs administering a grant on behalf of a municipality/ies may include a fee not to exceed 2 percent of the grant amount. The administrative fee will be deducted from the total grant award. For example, a \$50,000 grant request less the 2% administration fee (\$1,000) leaves \$49,000 for conducting the work of the project.
4. A list of 2016-2019 AAGP awards is provided in Exhibit 1.

Selection Criteria

The following criteria illustrate how applications will be evaluated for funding:

- **For Planning Applications:**
 - Does the proposed scope of work include an assessment of pedestrian and bicycle needs?
 - Does the proposed scope of work include an identification of potential connections to existing transportation systems such as sidewalks, transit, and trails and to community destinations such as schools, local businesses, libraries, parks and recreation facilities, grocery stores/markets, medical facilities, and local attractions?
 - Does the proposed scope of work include an identification of proposed projects and policies, a prioritization of projects, a timeline for implementation, preliminary cost estimates for implementation, and an implementation strategy?
 - Is the project consistent with, or recommended in, a local plan such as comprehensive plan or a bicycle and pedestrian plan?
 - Is the project consistent with, or recommended in, *Active Allegheny* or the transportation element of *Allegheny Places*?
 - Does the application demonstrate involvement of local stakeholders such as public safety officials, school district representatives, business owners, municipal staff representing community facilities (e.g., public works, libraries, recreation centers, etc.), and local health and human service agency representatives, among others?
 - Is the estimated cost of the proposed project reasonable and in line with costs for other, similar projects?

- **For Design and Engineering Applications:**
 - Will construction of the proposed design result in increased opportunities for physical activity?
 - Will construction of the project create connections to existing transportation systems such as sidewalks, transit, and trails and to community destinations such as schools, local businesses, libraries, parks and recreation facilities, grocery stores/markets, medical facilities, and other local attractions?
 - Is the project consistent with, or recommended in, a local plan such as comprehensive plan or a bicycle and pedestrian plan?
 - Is the project consistent with, or recommended in, *Active Allegheny* or the transportation element of *Allegheny Places*?
 - Does the application demonstrate involvement of local stakeholders such as public safety officials, school district representatives, business owners, municipal staff representing community facilities (e.g., public works, libraries, recreation centers, etc.), and local health and human service agency representatives, among others?
 - Is the estimated cost of the proposed project reasonable and in line with costs for other, similar projects?

- **For Purchases Related to Physical Distancing**
 - How does the proposed project address impacts to active transportation due to physical distancing guidelines?
 - What is the potential reach for such modifications?
 - Does the application demonstrate involvement of local stakeholders such as residents, public safety officials, school district representatives, business owners, municipal staff representing community facilities (e.g., public works, libraries, recreation centers, etc.), and local health and human service agency representatives, among others?
 - Is the estimated cost of the proposed project reasonable and in line with costs for other, similar projects?

Grant Requirements

- Preparation of plans and designs must be undertaken by a professional planning and/or engineering consultant with the requisite experience.
- Allegheny County requires project sponsors to conduct a fair and open process for selecting consultants and vendors. At a minimum the following requirements apply:
 - Procurement of all planning and engineering professional services will require a request for proposals (RFPs). RFPs must be sent to at least three firms and at least one Minority, Women, Disadvantaged Business Enterprise or Veteran Owned Small Business (MBE/WBE/DBE/VOSB) entity. Grantees will have a method for conducting technical evaluations of the proposals received and selecting awardees. Awards will be made to the responsible firm whose proposal is most advantageous to the program with price and other factors considered.

- Grantees with bids requiring small purchases of less than \$10,000 may make a small or negotiated purchase with a local vendor that is most advantageous to the grantee with price and other considerations being factors. Though not required, grantees are encouraged to obtain multiple quotes, including one that is from an MBE/WBE/DBE/VOSB entity. The grantee must document who it contacted and the quote it received.
- A breakdown of the proposed project costs must be provided at a level of detail sufficient to justify the amount of grant funds requested.
 - Allegheny County reserves the right to request additional information about the estimated costs of a proposed project.
- Resolutions are required to be submitted with the application form. If the project is a multi-municipal application, resolutions must be provided by all municipalities. In addition, if a COG is the applicant, resolutions from all participating municipalities are required. Sample resolutions are provided in the application.
- Program funds are provided on a reimbursement basis. Grantees must submit invoices with proper documentation of expenses in order to be reimbursed.

Contact Information

Questions regarding the grant program can be directed to Ann Ogoreuc at Ann.Ogoreuc@alleghenycounty.us or (412) 350-4549.

Application Deadline

Applications will be accepted on a rolling basis until November 30, 2020. Applications will be reviewed and evaluated in the order in which they are received. Grant awards will be made until all available grant funds have been committed.

One grant application along with supporting documentation must be submitted to Allegheny County Economic Development by mail or email to the following:

Ann Ogoreuc, AICP
 Assistant Director, Mobility and Transportation Initiatives
 Allegheny County Economic Development
 One Chatham Center, Suite 900
 112 Washington Place
 Pittsburgh, PA 15219
Ann.Ogoreuc@alleghenycounty.us

Grant Awards Timeline and Process

Allegheny County will award grants throughout the remainder of 2020. Contract execution generally requires one to two months after a letter of award is issued.

Resources

- **Active Allegheny:** www.alleghenyplaces.com/alleghenyportal/public/ActiveAllegheny.pdf
- **Allegheny Places Transportation Element:**
www.alleghenyplaces.com/pdf/TransportationElement2014Update.pdf
- **Plan for a Healthier Allegheny:** www.achd.net/pha/Allegheny_County_PHA.pdf
- **Live Well Allegheny:** www.livewellallegheny.com/

**Exhibit 1: Active Allegheny Grant Program
Summary of Project Awards, 2016-2019**

Year	Project Sponsor(s)	Project Name	Funding Amount
2016	Millvale Borough	Seavey Road Pedestrian and ADA Project	\$ 15,000.00
2016	Etna Borough / Sharpsburg Boroughs	Open Streets Day Etna and Sharpsburg	\$ 7,500.00
2016	Braddock (applicant), E. Pgh, N. Braddock, Rankin, Turtle Creek	Feasibility Study to Develop a Walking/Bicycling Route through Communities	\$ 42,000.00
2016	Carnegie Borough	Open Streets Carnegie	\$ 5,000.00
2016	Collier Township	Collier Township Trail Network Map and Guide	\$ 4,400.00
2016	East McKeesport	East McKeesport Open Street Day	\$ 5,000.00
2016	Harrison Township	Harrison Township Biking/Walking Corridor Planning and Design Project	\$ 49,600.00
2016	Ross Township	Creating Connections for a Healthier Ross	\$ 33,500.00
2016	Wilkins Township	Wilkins Township Active Transportation Master Plan	\$ 34,000.00
2017	Monroeville Township	Municipality of Monroeville Active Transportation Plan	\$ 45,000.00
2017	Bethel Park	Bethel Park Bicycle Transportation Plan - Montour Trail Connector	\$ 30,770.00
2017	Braddock Borough	Braddock Walkway to Health 5K Event	\$ 5,000.00
2017	Etna (with Shaler)	Little Pine Creek Trail Connector Alignment Study	\$ 23,259.00
2017	Aspinwall	Aspinwall/Freeport Road Safety Initiative	\$ 12,750.00
2018	Brackenridge Borough	Three Rivers Heritage Trail - Brackenridge	\$ 20,500.00
2018	Springdale Borough	Springdale Borough/Three Rivers Heritage Trail	\$ 17,000.00
2018	North Versailles Township	North Versailles 150th Anniversary Community Days	\$ 5,000.00
2018	City of Pittsburgh	Homewood Park and Westinghouse Park Access Study	\$ 50,000.00
2018	Verona (with Oakmont, Penn Hills, & Plum)	Allegheny Riverfront to Boyce Park Trail Project	\$ 34,000.00
2018	Marshall Township	Commodore Perry Regional Trail Plan - Marshall Township Trail Alignment Studies and Preliminary Engineering	\$ 50,000.00
2018	Castle Shannon Borough	Castle Shannon/Shannon Transit Village Active Connector Study	\$ 42,500.00
2018	Borough of Jefferson Hills	Peters Creek Road Montour Trail Extension	\$ 7,000.00
2018	Municipality of Bethel Park	Brightwood/Lytle Station Trail Project	\$ 11,500.00
2019	Ingram Borough	Ingram Transit Access and Walkability Study	\$ 43,500.00
2019	Whitaker Borough	Whitaker Walkers 2019	\$ 1,500.00
2019	Carnegie Borough	Carnegie Rails-to-Trails Panhandle Trail Connector Study	\$ 30,000.00

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