



Active Allegheny Grant Program **Program Guidelines**

Introduction

The Redevelopment Authority of Allegheny County (RAAC), 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 will be available to carry out educational activities, develop stakeholder outreach and materials, and conduct events that promote active transportation. RAAC 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 recently adopted guide for health improvement in the county.

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, RAAC will consider the following types of projects:

1. **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.
2. **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.
3. **Events, Education, and Outreach** – Projects and activities that seek to promote healthy living and walking and bicycling as a form of transportation and physical activity. Examples of eligible projects include, but are not limited to, the following:
 - Open streets events
 - Pop up / temporary installations of bike-ped and traffic calming infrastructure
 - Production and/or printing of community walking and biking maps
 - Bike and Walk to School / Work events, bike roadeos, etc.
 - Safe routes to school initiatives

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

Match Requirements

The minimum required local match ranges from 0% to 30% as shown in Exhibit 1.

1. If a match is required, it must be in cash (no in-kind services) and cannot be from other county funds.
2. Matching funds must be obtained or committed at the time of submittal of the application.
3. Municipalities participating in a multi-municipal project may have different match requirements. Municipalities must decide amongst themselves how to apportion the match, provided the overall amount of the match is provided.

Maximum Grant Request

1. For planning and engineering projects, the maximum allowable request per applicant, project, or application is \$50,000. RAAC 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 outreach/education/events projects, the maximum allowable request is \$5,000 for a single application and \$2,500 for each additional community that is part of a joint application up to a maximum award of \$10,000.
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 and 2017 AAGP awards is provided in Exhibit 2.

Selection Criteria

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

- **For All Applications:**
 - 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?
 - Is the application complete at the time of submittal to RAAC?
 - What is the timeline for project completion?

- **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?
- **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?
- **For Events, Education, and Outreach activities:**
 - What is the potential reach / target audience for such activities?
 - What are the short- and long-range goals of the activity?
 - Is it part of a larger, on-going initiative?
 - How will the initiative be publicized?

Grant Requirements

- Preparation of plans and designs must be undertaken by a professional planning and/or engineering consultant with the requisite experience.
- RAAC 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.

- RAAC reserves the right to request additional information about the estimated costs of a proposed project.
- All AAGP projects will require a close-out audit to be conducted upon complete drawdown of funds. All grants will be audited by an Allegheny County auditor and will require a \$500 fee.
- 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

One original grant application and **one** copy along with supporting documentation must be submitted to Allegheny County Economic Development by **Friday, April 13, 2018 at 4:00 p.m.** Please mail or deliver the application to the address below. Applications received by email will not be accepted.

Ann Ogoreuc, AICP
 Manager, Transportation Initiatives
 Allegheny County Economic Development
 One Chatham Center, Suite 900
 112 Washington Place
 Pittsburgh, PA 15219

Grant Awards Timeline and Process

RAAC will award grants during the spring and early summer of 2018.

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 Match Requirements
Zero Percent (0%) Match Municipalities**

MUNICIPALITY	LOW/MOD POPULATION	TOTAL POPULATION	LOW/MOD %
Trafford Borough	40	40	100.00%
Braddock Borough	1,635	2,030	80.54%
Rankin Borough	1,565	2,035	76.90%
Wilmerding Borough	1,540	2,110	72.99%
East Pittsburgh Borough	1,440	1,985	72.54%
McKees Rocks Borough	4,435	6,125	72.41%
Homestead Borough	2,300	3,215	71.54%
West Elizabeth Borough	500	710	70.42%
Duquesne City	4,015	5,825	68.93%
City of McKeesport	13,060	19,370	67.42%
Mount Oliver Borough	2,175	3,465	62.77%
Clairton City	4,265	6,915	61.68%
Sharpsburg Borough	2,070	3,410	60.70%
Wilkinsburg Borough	9,850	16,235	60.67%
Verona Borough	1,570	2,655	59.13%
Etna Borough	2,015	3,505	57.49%
Coraopolis Borough	3,180	5,640	56.38%
Pitcairn Borough	1,825	3,340	54.64%
Wall Borough	295	545	54.13%
North Braddock Borough	2,740	5,080	53.94%
Tarentum Borough	2,435	4,570	53.28%
Stowe Township	3,340	6,335	52.72%
City of Pittsburgh ¹	150,195	285,175	52.67%
Glassport Borough	2,345	4,535	51.71%
Versailles Borough	780	1,545	50.49%
Millvale Borough	1,895	3,780	50.13%
Braddock Hills Borough	930	1,865	49.87%
Neville Township	560	1,140	49.12%
Harmar Township	1,395	2,875	48.52%
Brackenridge Borough	1,500	3,105	48.31%
Avalon Borough	2,280	4,760	47.90%
Leetsdale Borough	560	1,170	47.86%
Whitaker Borough	680	1,425	47.72%
Forward Township	1,600	3,390	47.20%
Ingram Borough	1,585	3,370	47.03%
Elizabeth Borough	675	1,445	46.71%
Port Vue Borough	1,785	3,840	46.48%
Heidelberg Borough	595	1,285	46.30%
Bellevue Borough	3,805	8,250	46.12%

Source: 2014 American Community Survey

¹ Source: City of Pittsburgh, 2012 American Community Survey

**Exhibit 1: Active Allegheny Grant Program Match Requirements
Fifteen Percent (15%) Match Municipalities**

MUNICIPALITY	LOW/MOD POPULATION	TOTAL POPULATION	LOW/MOD %
Aspinwall Borough	925	2,785	33.21%
Baldwin Borough	7,025	19,555	35.92%
Blawnox Borough	610	1,405	43.42%
Brentwood Borough	3,785	9,710	38.98%
Bridgeville Borough	2,210	5,080	43.50%
Carnegie Borough	3,155	7,940	39.74%
Castle Shannon Borough	2,865	8,255	34.71%
Chalfant Borough	355	940	37.77%
Collier Township	1,680	6,645	25.28%
Crafton Borough	2,185	6,030	36.24%
Crescent Borough	650	2,515	25.84%
Dormont Borough	3,175	8,515	37.29%
Dravosburg Borough	775	1,840	42.12%
East Deer Township	595	1,355	43.91%
East McKeesport Borough	840	2,290	36.68%
Elizabeth Township	4,370	13,280	32.91%
Emsworth Borough	825	2,350	35.11%
Fawn Township	870	2,370	36.71%
Findlay Township	1,385	5,035	27.51%
Forest Hills Borough	2,120	6,540	32.42%
Frazer Township	400	1,120	35.71%
Glenfield Borough	70	175	40.00%
Harrison Township	4,705	10,430	45.11%
Haysville Borough	30	75	40.00%
Kennedy Township	2,105	7,190	29.28%
Liberty Borough	940	2,535	37.08%
Lincoln Borough	415	1,040	39.90%
McDonald Borough	120	380	31.58%
Monroeville	8,650	27,985	30.91%
Munhall Borough	4,795	11,455	41.86%
North Versailles Township	4,420	10,290	42.95%
Oakdale Borough	335	1,335	25.09%
Oakmont Borough	2,085	6,115	34.10%
Penn Hills Municipality	17,460	42,495	41.09%
Reserve Township	1,205	3,420	35.23%
Ross Township	8,495	30,540	27.82%
Scott Township	5,600	16,515	33.91%
Sewickley Borough	1,005	3,810	26.38%
South Park Township	3,425	13,375	25.61%
South Versailles Township	115	355	32.39%
Springdale Borough	1,350	3,455	39.07%
Springdale Township	635	1,495	42.47%
Swissvale Borough	3,895	9,040	43.09%

**Exhibit 1: Active Allegheny Grant Program Match Requirements
Fifteen Percent (15%) Match Municipalities**

MUNICIPALITY	LOW/MOD POPULATION	TOTAL POPULATION	LOW/MOD %
Turtle Creek Borough	2,200	5,415	40.63%
West Deer Township	3,580	11,430	31.32%
West Homestead Borough	755	2,045	36.92%
West Mifflin Borough	8,235	20,495	40.18%
West View Borough	2,185	6,795	32.16%
White Oak Borough	2,980	7,890	37.77%
Whitehall Borough	4,065	13,645	29.79%
Wilkins Township	2,520	6,415	39.28%

Source: American Community Survey

**Exhibit 1: Active Allegheny Grant Program Match Requirements
Thirty Percent (30%) Match Municipalities**

MUNICIPALITY	LOW/MOD POPULATION	TOTAL POPULATION	LOW/MOD %
Aleppo Township	335	1,595	21.00%
Baldwin Township	445	1,985	22.42%
Bell Acres Borough	295	1,420	20.77%
Ben Avon Borough	330	1,950	16.92%
Ben Avon Heights Borough	20	395	5.06%
Bethel Park	7,520	31,875	23.59%
Bradford Woods Borough	110	1,140	9.65%
Cheswick Borough	370	1,655	22.36%
Churchill Borough	420	3,075	13.66%
Edgewood Borough	665	2,840	23.42%
Edgeworth Borough	70	1,615	4.33%
Fox Chapel Borough	430	5,170	8.32%
Franklin Park Borough	1,475	12,975	11.37%
Glen Osborne Borough	70	460	15.22%
Green Tree Borough	950	4,460	21.30%
Hampton Township	2,965	17,995	16.48%
Indiana Township	1,590	6,835	23.26%
Jefferson Hills Borough	2,335	10,235	22.81%
Kilbuck Township	110	690	15.94%
Leet Township	370	1,585	23.34%
Marshall Township	615	6,700	9.18%
McCandless Borough	4,885	26,595	18.37%
Moon Township	4,630	20,835	22.22%
Mount Lebanon	5,990	32,475	18.44%
North Fayette Township	2,585	13,505	19.14%
O'Hara Township	1,675	8,375	20.00%
Ohio Township	635	4,105	15.47%
Pennsbury Village Borough	135	670	20.15%
Pine Township	1,260	10,510	11.99%
Pleasant Hills Borough	1,755	8,085	21.71%
Plum Borough	6,290	26,795	23.47%
Richland Township	1,630	10,535	15.47%
Robinson Township	2,950	12,835	22.98%
Roslyn Farms Borough	30	500	6.00%
Sewickley Heights Borough	105	760	13.82%
Sewickley Hills Borough	115	730	15.75%
Shaler Township	6,920	28,450	24.32%
South Fayette Township	2,435	13,605	17.90%
Thornburg Borough	50	460	10.87%
Upper St. Clair Township	1,780	18,995	9.37%

Source: 2014 American Community Survey

**Exhibit 2: Active Allegheny Grant Program
Year One and Year Two Summary of Project Awards**

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
Total Year One and Year Two Funding			\$ 312,779.00