



Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

Members

- Chair Michael O'Meara
- Ald. David Plaisance
- Scott Cole
- Nena Fisher
- Karalyn Peterson
- Lawrence Leviton (Alt. #1)

AGENDA

BICYCLE AND PEDESTRIAN STREET SAFETY COMMISSION (BPSSC)

Date and Time:	December 20, 2023 5:00 PM	Location:	Community Room 933 Michigan Avenue, Stevens Point, WI
			<u>OR</u>
			<u>Zoom Teleconferencing</u>
			Meeting ID: 849 2064 7085 Passcode: 651321
			<u>By</u>
			<u>Computer:</u> https://us02web.zoom.us/j/84920647085?pwd=dDN0VzFhVUZGNDDdYaElwR0g3Y0kyQT09
			<u>By Phone:</u> +1-312-626-6799 (US Chicago)

Opening Section:

1. Roll Call

Discussion and Possible Action on the Following:

2. Selection of a Vice Chairperson for the Bicycle and Pedestrian Street Safety Commission.
3. Report of the August 22, 2023 meeting of the Bicycle and Pedestrian Street Safety Commission.
4. A request to submit an advisory recommendation prioritizing sidewalk installation near the property located at 500 Maria Drive (Parcel ID 281240830100116).

PLEASE TAKE NOTICE that any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling (715) 346-1567, during normal business hours.

PLEASE TAKE FURTHER NOTICE that a quorum of the Common Council may be in attendance at this meeting.

5. Presentation and discussion on the Portage County Safe Routes to School Plan.
6. Staff Updates:
 - Bicycle Friendly Community application.
 - Bicycle parking ordinance.
 - Transit stop planning.
 - SS4A Planning & Demonstration Grant.
7. Adjourn

REPORT OF THE BICYCLE & PEDESTRIAN STREET SAFETY COMMISSION

August 22, 2023 – 5:00 PM
933 Michigan Avenue – Room 122, Stevens Point, WI 54481
& Zoom Conference Call Meeting

PRESENT: Chairperson O’Meara, Alderperson Plaisance, Commissioner Cole, Commissioner Finn, Commissioner Peterson, and Commissioner Fisher.

ALSO PRESENT: Associate Planner/Zoning Administrator Kuhn, unidentified audience members via Virtual Zoom Meeting.

INDEX:

Opening Section:

1. From 2:30-4:30pm, a walking and rolling audit of planned 2024 street reconstruction projects will occur. The audit will start at the intersection of Division Street and Maria Drive, and will conclude at the intersection of Walker Street and Second Street. At 5:00pm, the Bicycle and Pedestrian Street Safety Commission will convene at 933 Michigan Avenue for the start of their August meeting.

Please take notice that a quorum of the Common Council and the Bicycle & Pedestrian Street Safety Commission may attend the walking/rolling audit. No official business will be conducted during the audit.

2. Roll Call

Discussion and possible action on the following:

3. Report of the July 11, 2023 meeting of the Bicycle and Pedestrian Street Safety Commission.
4. Discussion on the 2023 Walking and Rolling Audit.

Closing Section:

5. Adjourn
-

Opening Section:

1. From 2:30-4:30pm, a walking and rolling audit of planned 2024 street reconstruction projects will occur. The audit will start at the intersection of Division Street and Maria Drive, and will conclude at the intersection of Walker Street and Second Street. At 5:00pm, the Bicycle and Pedestrian Street Safety Commission will convene at 933 Michigan Avenue for the start of their August meeting.

Please take notice that a quorum of the Common Council and the Bicycle & Pedestrian Street Safety Commission may attend the walking/rolling audit. No official business will be conducted during the audit.

2. Roll call

Present: O’Meara, Finn, Plaisance, Peterson, Fisher

Excused: Cole

Discussion and possible action on the following:

3. Report of the July 11, 2023 meeting of the Bicycle and Pedestrian Street Safety Commission.

Motion by Commissioner Plaisance to approve the report of the July 11, 2023 meeting of the Bicycle and Pedestrian Street Safety Commission; seconded by Commissioner Fisher

Motion carried 5-0.

4. Discussion on the 2023 Walking and Rolling Audit.

Associate Planner/Zoning Administrator Kuhn explained that the commission had held the walking and rolling audit from 2:30PM-4:14PM. The remaining meeting would focus on reviewing the corresponding walking guide, and in providing feedback on what was experienced first-hand during the walking and rolling audit.

Commissioners made the following comments:

The Sidewalk:

- Along Walker Street vegetation was covering some sidewalks, meaning that the sidewalk was not as wide as it should have been. It also made crossing different in a wheelchair.
- Areas missing sidewalk along Maria Drive between Division Street and Union Street. This was concerning, especially for an area with a lot of traffic and pedestrian users, especially with the current construction going on that would lead to population growth in that immediate area. Those residents, in relation to the Convent development, would predominately not be drivers.
- Near Madison Elementary School, there is a lack of sidewalks and general overgrowth of weeds between the sidewalk pads, which leads to many students walking in the Street. There was a back-and-forth discussion about Safe Routes to School program.
- Inconsistency of sidewalk on the same side, causing pedestrians to cross.

The Street:

- Concerns for pedestrians with Prentice Street/Maria Drive intersection.
- Traffic during off-hours was ok, less for people to navigate. During peak hours, it is more concerning.
- Having too many signs would be less effective, signage ok.
- Corner visibility was not ideal, couldn't see oncoming traffic until within the intersection.

The Pedestrian Crossing signals:

- Crossing were adequately posted, but speeding coming from the north end is problematic, need traffic calming efforts, especially in multiple school zones.

Street Safety and Appeal

- Tree canopies that created shaded area was nice.
- Doesn't appear to be a lot of space that would allow for additional improvements like benches, additional landscaping, etc.
- A shaded bench in the area due to the population being served would be ideal, especially in the summer.
- Continuous low-level lighting, especially around intersections, would be ideal.
- Back-and-forth discussion for a public restroom.
- The design of parking lots along Maria Drive near Division Street are not ideal as it relates to crossing the parking lot entrances, both for pedestrians and vehicles while both are navigating the roadway.

Public Transit Access

- Back-and-forth discussion of current bus routes. While traversable, locations were not ideal. Bus routes and locations need to be more comprehensive and are in an area where there is a lot of speeding.

Build a Better Block

- Would be discussed at a future meeting.

Winter Weather

- Driveways along the road are often steeper than the sidewalks, which can lead to issues during the freeze/thaw cycle.
- Abatement of sidewalk snow abatements is important. Need to provide more education on an annual basis on abatements and in maintaining curb cuts and ramps. Back-and-forth discussion on the technical ordinance requirements as it relates to abatements.
- Back-and-forth discussion on how bus stops are maintained as it relates to snow. Staff was uncertain, would reach out to Transit for more information.
- Back-and-forth about rental scooters. While not active in the City currently, could see them in the future. E-bikes had also become more popular over the years and were often ridden on the sidewalks at higher speeds.

No action was taken.

Closing Section:

5. Adjourn

Meeting adjourned at 5:53 PM.

A recording of this meeting can be viewed/heard at: <https://stevenspoint.com/365/AgendasMinutesVideos>



MEMORANDUM

To: Bicycle & Pedestrian Street Safety Commission

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: December 20, 2023

RE: Sidewalk Prioritization Request by Madison Elementary School

Background: During the November 8, 2023 Community Transportation Academy class, a few citizen members presented a proposal advocating for the installation of sidewalk to the west of Madison Elementary School along Maria Drive. As shown in the picture below, existing sidewalk on the north side of Maria Drive terminates into a row of bushes roughly 120 feet to the west of the school's parking lot entrance. The proposal outlined the extension of this sidewalk to the northeast corner of Maria Drive and Georgia Street North. As outlined within the attached, these citizen members did have conversations with the property owner at 500 Maria Drive, who expressed support for having sidewalk extended to Georgia Street North.

During this class, several City staff persons were present, who recommended that these citizen members present their request to this Commission. If this Commission is supportive of having this segment of sidewalk extended to Georgia Street North, the action would be to submit an advisory recommendation to Public Works Director Beduhn to consider this sidewalk project when funding and resources become available. This recommendation would *not* be binding. Director Beduhn is aware of this request and project and determines that having sidewalk installed here would be appropriate.

If you have any questions, please do not hesitate to contact me.

www.stevenspoint.com

Open Records Rider: The City of Stevens Point is subject to Wisconsin Statutes relating to public records. Communication, such as this document, sent or received by City employees are subject to these laws. Unless otherwise exempted from the public records law, senders and receivers of City communication should presume that the communications are subject to release upon request, and to state record retention requirements.



Safe Routes to Madison Elementary - Maria Dr. Sidewalk Proposal (Nov. 2023)

Attn: Bicycle and Pedestrian Street Safety Commission & Public Works

From: Green & Healthy Schools (GHS) - Madison Elementary, Karl Bancker (Principal) & concerned teachers & parents.

Purpose: This project aims to better protect kids and parents from traffic on Maria Dr., as well as encourage more kids to safely walk/roll to/from Madison Elementary School.

What: The GHS has identified a section of Maria Dr. just West of Madison Elementary, which has no sidewalk; forcing the students and parents to walk/roll on the road in the midst of busy car and bus traffic. On 10/20/23, members of the GHS and Principal Bancker visited property owner Matthew Wagennar at 500 Maria Drive to discuss the potential sidewalk project. Matthew was very supportive of the proposal, looked forward to shoveling for the kids, and shared his contact information with the GHS for future movement on this project.

Where: The proposed sidewalk on Maria Dr. is shown here in orange, stretching from Frederick St., West to Georgia St.





The Maria Dr. sidewalk abruptly ends about 20 ft. West of the Frederick St. intersection (facing West).



GHS members & Principal Bancker visit the site's property owner, Matthew Wagennar at 500 Maria Dr. (facing West).



Matthew Wagennar's house and property at 500 Maria Dr. (facing North).

When: Preferred timeline is for 2024 installation.

How: Stevens Point's Department of Public Works constructing a sidewalk to connect the areas in which there is none.

Additional Info: As Madison Elementary continues to advocate for more families to walk/bike to school through the following Walking School Bus Routes, adding sidewalks within routes is critical to the success of these Safe Routes to School initiatives. This new additional would specifically improve safety & access for Route A (families living throughout John's Dr.) as well as those families along Forest, Maria, Walker, Wadleigh, 6th Streets, etc.



Walking School Bus Routes to Madison Elementary

Sept-Nov 2023 - sponsored by Madison Green & Healthy Schools



Key:

routes



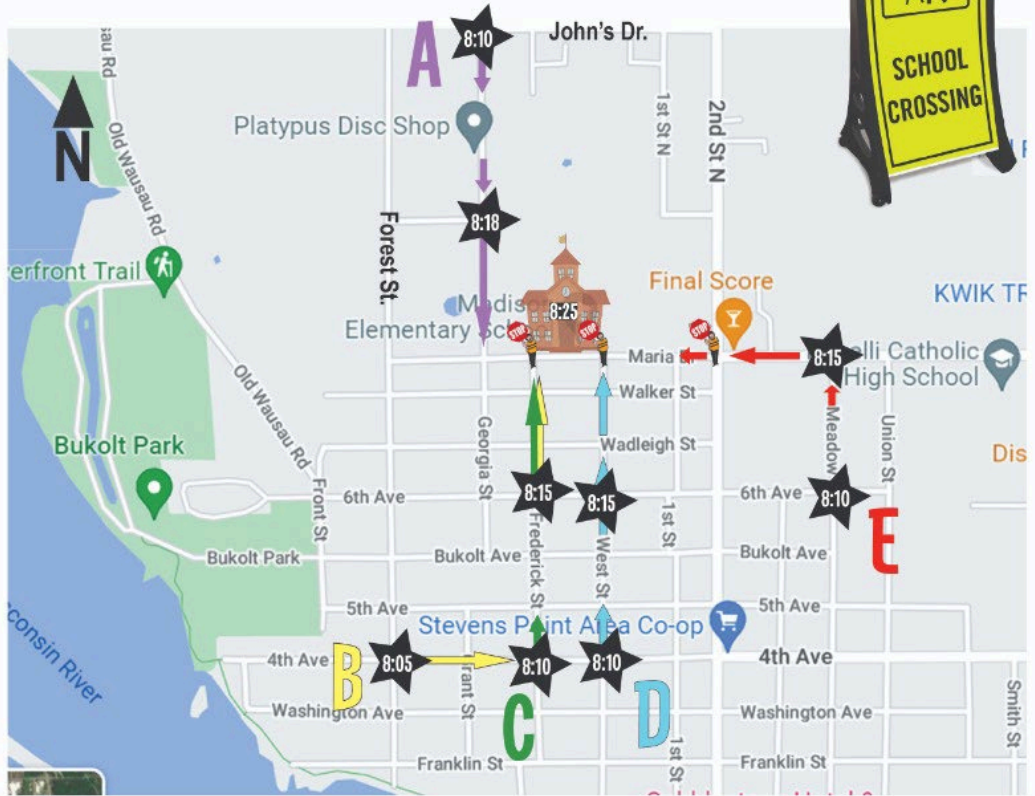
checkpoints



crossing guards



Madison School





MEMORANDUM

To: Bicycle & Pedestrian Street Safety Commission

From: Adam Kuhn, AICP
Associate Planner / Zoning Administrator

Date: December 20, 2023

RE: Portage County Safe Routes to School Plan

Background: As you may recall, Portage County adopted a Safe Routes to School Plan in 2014. This Plan, created by SAA Design Group, Inc., is intended to promote and provide safe bicycle and pedestrian accommodations around schools within Portage County. Focused primarily on schools within Stevens Point, Whiting and Plover, this Plan is intended to serve as a guide to local planning staff as to where efforts should be prioritized for future multimodal accommodations.

Efforts to fulfill recommendations within this Plan have come, as of late, through school projects approved via the Stevens Point Area School District and through public referendum. For example, while improvements were being made to Bannach Elementary School in 2022, a multi-use path was installed on the east side of Sandy Lane to provide bicycle and pedestrian accommodations to the front entrance of the school.

While the City has made efforts in implementing or prioritizing recommendations outlined within the Plan, more can always be done. During internal conversations with Director Beduhn, we agreed that 1.) we are overdue in performing an evaluation of the Plan, and 2.) that the Bicycle and Pedestrian Street Safety Commission should take the lead in evaluating and prioritizing certain recommendations identified within the Plan. There are a number of state and federal grant opportunities that could cover projects identified within the Plan – we believe that now is a perfect time to reprioritize this planning document.

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For the purpose of this meeting, I will be providing an overview of the existing Safe Routes to School Plan, along with discussing some ways that this Commission can utilize the Plan going forward. For reference, the Plan can be found [here](#).

If you have any questions, please do not hesitate to contact me.

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Home (<https://bikeleague.org/>) » Blog (<https://bikeleague.org/blog/>) » New annual Bicycle Friendly Community deadlines

NEW ANNUAL BICYCLE FRIENDLY COMMUNITY DEADLINES

June 20, 2023 / Amelia Neptune (<https://bikeleague.org/author/amelia/>)

While the Bicycle Friendly Community (BFC) program has gone through a number of changes over the last few years (<https://bikeleague.org/change-coming-bicycle-friendly-community-awards/>), there's a big one coming in 2024: starting next year, we will shift from our historical schedule of two application and award cycles per year (typically every spring and fall), to only **one annual submission deadline and awards announcement**.

Starting in 2024, the annual BFC submission deadline will always be in the summer months, starting with **June 25, 2024**, and BFC awards will always be announced toward the end of the calendar year, most likely in early December.

This updated timeline will help communities set realistic expectations for how long they may expect to work on the BFC application by fostering partnerships, collecting data and information, and identifying the “low-hanging fruit” ideas to implement from the application itself. Our goal with the mid-summer deadline is also to allow communities to showcase their latest National Bike Month (<https://bikeleague.org/events/bike-month/>) activities - often the busiest time for bike education and encouragement efforts in many communities across the country.

The extended review timeline of approximately five months will also give the BFC team ample time to fact-check application data, ask follow-up questions, and keep the BFC Public Survey open for longer in order to hear from more cyclists, potential cyclists, and other roadway users in the community. The BFC Public Survey will continue to be distributed through applicants and partner organizations, as well as directly from the League to our members and followers nationwide (<https://bikeleague.org/bfc-program-public-input-survey-goes-even-more-public/>), immediately following each BFC submission deadline. Another benefit of reviewing all communities on the same annual timeline will be the *consistency* of the survey's timing: historically, spring BFC applicants were sending out their surveys to residents in February and March, while fall applicants sent theirs out in August and September, resulting in widely varying interest levels depending on the place and winter/summer weather. The updated timeline will allow us to keep the public survey open from late June through late September for every applicant community, starting in 2024.

If your community is up for renewal in or after 2024, your renewal application will of course be due at the time of the annual deadline, regardless of whether your previous application was in the spring or fall round four years earlier.

Again, these updates will go into effect in 2024, so if your community was considering applying in (what would have been) the Spring 2024 round, you can either apply this year in our Fall 2023 round before August 30th, to have your results announced this December, or wait until **June 25, 2024**, to be a part of the first annual BFC awards announcement late next year. Either way, you are welcome - and encouraged! - to start your application online anytime, at <https://apply.bikeleague.org> (<https://apply.bikeleague.org>).


Stay tuned here on our blog for more updates from the BFC program!

Posted in Bicycle Friendly Community (<https://bikeleague.org/category/bicycle-friendly-community/>)


← LCI Spotlight: Tina Chan (<https://bikeleague.org/lci-spotlight-tina-chan/>)


A new Bicycle Friendly Community report card and other updates → (<https://bikeleague.org/a-new-bicycle-friendly-community-report-card-and-other-updates/>)

LEAGUE OF AMERICAN BICYCLISTS ([HTTPS://BIKELEAGUE.ORG](https://bikeleague.org))

(<https://www.facebook.com/leagueamericanbicyclists>) 

(<https://www.instagram.com/bikeleague/>)  (<https://twitter.com/BikeLeague>) 

(<https://www.youtube.com/user/bikeleaguevideo>) 

(<https://www.linkedin.com/company/league-of-american-bicyclists>) 

1612 K Street NW, Suite 1102 (<https://goo.gl/maps/2HC9sVz1iDnRuPNh8>)

Washington, DC 20006 (<https://goo.gl/maps/2HC9sVz1iDnRuPNh8>)

202-822-1333 (tel:2028221333)

PROGRAMS

Bicycle Friendly America (<https://bikeleague.org/bfa/>)

Smart Cycling (<https://bikeleague.org/ridesmart/>)

Leadership Institute (<https://bikeleague.org/reports/leadership-institute/>)

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Home (<https://bikeleague.org/>) » Blog (<https://bikeleague.org/blog/>) » Change Is Coming to the Bicycle Friendly Community Awards!

CHANGE IS COMING TO THE BICYCLE FRIENDLY COMMUNITY AWARDS!

July 18, 2022 / Lauren Jenkins (<https://bikeleague.org/author/lauren-j/>)

This month, we launched a freshly revised and enhanced application for communities applying for new and renewing Bicycle Friendly Community® (<https://bikeleague.org/community>) awards. We've made major updates to add and integrate equity and accessibility, and emphasize the importance of building and connecting low-speed and low-stress bike networks, all while providing communities with the resources and guidance to meet these higher standards for what it means to be a Bicycle Friendly Community.

In updating and enhancing the application for Bicycle Friendly Communities, our goal is to reflect the best practices in the field and raise the standard for what it means to be a Bicycle Friendly Community.

The BFC application has been offline since September 2021 to allow for the first major overhaul of the application since 2016. Because the BFC program is both an awards program and an advocacy tool, we've used the revision period to listen, learn, and engage with communities and local advocates about what the new application should include. Over nearly six months, the League conferred with hundreds of local cyclists, advocates, and local officials who use the BFC program to improve conditions for cycling in their community about potential updates, in addition to conducting research and analysis on best practices and forward-looking standards.

As bike advocates, we have a responsibility to all people who ride bikes, or who want to ride bikes, to make sure that our standards for communities reflect the latest guidance and best practices that create safe, cohesive, low-stress bike networks and foster inclusive and representative biking cultures in communities of all shapes and sizes. With this update, we wanted to make sure that the BFC application, the awards criteria, and the resources and guidance available to applicants and local changemakers who use the program, are all keeping up with the times and all reflect the current state of opportunities and challenges that exist in our evolving bike movement.

What are some of the biggest changes to the application?

The new Equity & Accessibility section is perhaps the biggest change on the application, but some other notable updates include:

- Changing what and how we ask communities to report about the bicycle network, to emphasize the connectivity and cohesion of on- and off-road bike facilities, as well as the quality and comfort of the bike network.
- A much greater emphasis on the people and groups that help make a community more welcoming, supportive, and inclusive to all current and potential cyclists. For example, we have added new questions about community partners and partnerships to recognize that it takes active participation and collaboration among many local partners to build a Bicycle Friendly Community. The BFC application has always been designed to help foster communication among the various local agencies and groups involved in making biking better, and now we're expanding on that to help emphasize how to do this work at an even greater scale to build authentic partnerships beyond the biking community and show how bikes can help a community achieve so many goals.
- Providing more guidance and resources to applicants within the application itself, including worksheets to help calculate some of the numbers and tallies we ask for, a glossary of terms and acronyms used on the application, and more immediate feedback mechanisms including links and resources when a community reports that they don't currently have any of a certain kind of activity or effort that the application asks about.

The updated Bicycle Friendly Community application is online and available to communities and advocates right now! Check it out » (<https://bicyclefriendly.secure-platform.com/a>)

All new BFC applicants and current BFCs who are due (or overdue) for renewal in 2022 are welcome to apply in either the **Fall 2022** submission round (due **September 29, 2022**) or the **Spring 2023** submission round (due **February 15, 2023**), with no lapse in their current award status. In the fall, we're excited to begin rolling out even more updates to the BFC awards including a new BFC Report Card, updated Quick Assessments for all BFA programs, and other new and updated resources.

To learn more about the BFC program and its updates, watch one (or more) of the following webinars »

Introduction to the BFC Program (<https://youtu.be/w-sNTq1sXXo>)

General Overview of 2022 BFC Application Updates (<https://youtu.be/yCItImARmM4>)

Deep-Dive into 2022 BFC Equity Updates (<https://youtu.be/gWnSARiYAIA>)

Posted in Bicycle Friendly America (<https://bikeleague.org/category/bicycle-friendly-america/>),
Bicycle Friendly Community (<https://bikeleague.org/category/bicycle-friendly-community/>),
Equity (<https://bikeleague.org/category/equity/>)

← Enhanced Bicycle Friendly Community Application Raises Standards for Places Seeking Awards (<https://bikeleague.org/enhanced-bicycle-friendly-community-application-raises-standards-places-seeking-awards/>)

From: [Teicher, Paul \(OST\)](#)
To: [Adam Kuhn](#)
Subject: [External] SS4A Funding Awarded
Date: Wednesday, December 13, 2023 10:37:56 AM

To Whom It May Concern from Portage County,

The Portage County, Wisconsin Safe Streets and Roads for All Action Plan, for the Notice of Funding Opportunity (NOFO) Fiscal Year (FY) 2023 Safe Streets and Roads for All grant program, was selected for an award of \$ 200,000.00 in Federal funding. Congratulations! This funding is to develop an Action Plan, as well as conduct supplemental planning and/or carry out demonstration activities.

This email is not authorization to begin work, and it does not guarantee Federal funding. The United States Department of Transportation (USDOT) and Portage County UEI #TRZLKGJN8861 must establish and execute a signed, mutually agreed upon grant agreement prior to the obligation of award funds.

Immediate Next Steps: USDOT made the public announcements related to the awards on December 13th, 2023. See the [press release](#) and the award recipient list here: [FY 2023 SS4A Awards](#). We published a short summary of the proposal from your application on our Safe Streets and Roads for All website as part of the public announcement, pursuant to Section H Part 2 of the Notice of Funding Opportunity (NOFO). If you need to correct what is provided on our website once you see it, please let me know by emailing SS4A@dot.gov. The website link is <https://www.transportation.gov/grants/SS4A>.

What to Expect in the Next Few Weeks: My colleagues at the Federal Highway Administration (FHWA) are responsible for establishing and executing a SS4A grant agreement with Portage County. You can expect to hear from a FHWA representative with your State's FHWA Division Office in the near future. In the weeks ahead you will receive more information about next steps, including an invitation to a FHWA-sponsored webinar for grant recipients to describe the process leading to an executed grant agreement. The webinar will be recorded for those who are unable to attend and will be posted to the SS4A website. In the meantime, **if you have questions about next steps, please direct them to FHWA using the email SS4A.FHWA@dot.gov.**

Finally, we ask for your patience as we work diligently toward executing grant agreements so your important safety work may begin. FHWA staff will be working with hundreds of new grant recipients to expeditiously process new grant agreements, and this will take time.

It's exciting to see so many communities on the path to improving roadway safety, and the whole SS4A Program team is passionate about helping you succeed. Thank you for your commitment to roadway safety.

Paul



Paul D. Teicher
Grantor, Safe Streets and Roads for All

Office of Policy Development and
Coordination Office of the Secretary of
Transportation

Summary of Award Information:

Project Name: Portage County, Wisconsin Safe Streets and Roads for All Action Plan

Applicant: Portage County

Unique Entity Identifier: TRZLKGJN8861

Grant Type: Planning and Demonstration

SS4A Grant Funding Amount: \$ 200,000.00

Estimated Total Project Costs: \$ 250,000.00

Project Description: This award will be used by Portage County to develop a comprehensive safety action plan; conduct supplemental planning activities to update the County's Bicycle and Pedestrian Plan; and pilot demonstration activities at concerning locations/corridors.

Preparing to Establish a Grant Agreement

The terms of the grant agreement will be in accordance with the FY 2023 SS4A NOFO and applicable Federal requirements. Below highlights key information to start becoming familiar with as the grant agreement development process begins.

- **Scope of Activities:** Your award is to develop an Action Plan, as well as conduct supplemental planning and/or carry out demonstration activities.
 - **Action Plan:** The funding awarded to develop a comprehensive safety action plan must result in a final product that includes all Action Plan components outlined in Table 1 of the NOFO. See <https://www.transportation.gov/grants/ss4a/action-plan-components>.
 - **Supplemental Planning:** Funds awarded to conduct supplemental planning must result in a final written product that connects to, supports, and enhances an Action Plan. If your award does not include supplemental planning, please disregard.
 - **Demonstration Activities:** The funding awarded to carry out demonstration activities must inform an Action Plan's list of selected projects and strategies and their future implementation, and/or inform another part of the Action Plan. Demonstration activities are temporary in nature, and materials to be used must also be temporary and/or easily reversible. Additionally, demonstration activities must also measure potential benefits through data collection and evaluation as part of the grant agreement. Demonstration activities are subject to additional reviews and oversight to ensure compliance with Federal requirements, including but not limited to the National Environmental Policy Act. If your award does not include demonstration activities, please disregard.
- **2 CFR part 200:** All SS4A awards will be administered pursuant to the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards found in [2 CFR part 200](#) (NOFO p. 36). We encourage awardees to take the [free FHWA training](https://www.nhi.fhwa.dot.gov/course-search?tab=1&key=231034&sf=0&course_no=231034) on these requirements (https://www.nhi.fhwa.dot.gov/course-search?tab=1&key=231034&sf=0&course_no=231034).
- **Pre-Agreement Costs:** No costs incurred before USDOT signs and executes the grant agreement will be reimbursed or counted toward the 20% match or cost-share requirement.
- **Allowable Costs:** To be considered allowable, costs incurred must be reasonable, necessary, and allocable, as described in [2 CFR Part 200 Subpart E – Cost Principles](#).
- **Match and Cost-Sharing:** Grant recipients are required to contribute no less than a 20% non-Federal match. Please review: <https://www.transportation.gov/grants/ss4a/match-and-cost-share-examples>.

- **Maintenance Activities:** Maintenance activities for an existing roadway primarily to maintain a state of good repair are not an eligible activity.
- **Enforcement Activities:** Any activities related to compliance or enforcement efforts to make our roads safer should affirmatively improve equity outcomes as part of a comprehensive approach to achieve zero roadway fatalities and serious injuries. (NOFO p. 15)
- **Educational and Outreach Materials:** Any educational or outreach materials charged to the grant must align with the project goals and roadway safety. Costs of promotional items and memorabilia, including models, gifts, and souvenirs are not allowable expenses. Costs of advertising and public relations designed solely to promote the non-Federal entity are unallowable ([2 CFR § 200.421](#)). USDOT's [Use of DOT Funds for Public Involvement FAQs](https://www.transportation.gov/grants/dot-navigator/use-of-dot-funds-for-public-involvement) (<https://www.transportation.gov/grants/dot-navigator/use-of-dot-funds-for-public-involvement>) can assist in determining eligibility of related costs.

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