

**South Dakota Department of Health
Office of Chronic Disease Prevention and Health Promotion
Community Walk Audit
Grant Funding Announcement and Application
Due May 15, 2015**

“Walking is a distinctive and fundamental human activity that yields incredible benefits to our communities. Walkable communities provide affordable, healthy, and enjoyable places to live, work, and play.” (Source: AmericaWalks.org)

“Walk audits (or walkabouts) are facilitated walks for an interdisciplinary group of community stakeholders, often led by design experts, with the following potential goals:

- **Education.** Guides people to experience and assess the physical activity and healthy eating “friendliness” of an area, not just look at it theoretically.
- **Inspiration.** Helps leaders and policy makers to explore what could be possible.
- **Practical planning.** Outstanding way to get everyone--professionals and not--actively involved in project and policy development, valuing each person’s input.” (Source: MarkFenton.com)

Funding Opportunity Rationale:

This grant opportunity offered through the South Dakota Department of Health will assist communities interested in the implementation of healthy community design strategies and integrating physical activity into daily routines through active transportation principles. Walk Audits are an easy, doable assessment that communities can utilize as a community education and advocacy tool that can spark both short and long term policy planning efforts, and position communities for future larger grant opportunities to enhance the built environment and launch complete street policy efforts.

Who Should Apply?:

Community/Civic Leaders, Healthy Community Stakeholders, City Public Works Department, City Planning/Engineering/Transportation Officials, Walking/Bicycling Advocacy Groups, Parks and Recreation Directors, Zoning Boards, School Administrators, Worksite Wellness Coordinators, other community leaders interested in improving walkability

Funds Available:

- Anticipate funding 5 communities up to \$5,000.00 each.
- No match required.
- See allowable/non-allowable expenditures.

Timeline:

- Grant Application due **May 15, 2015**.
- Applications due to Beth Davis, South Dakota Department of Health (contact information provided below).
- Grant Q&A Call-In Opportunity – April 29, 2015, 10:00-10:30am Central Time, Dial 1-866-410-8397, Enter Participant Code #1086267942. Please indicate intent to participate by emailing Beth Davis prior to call.
- Awardees announced no later than May 26, 2015.
- Contracts processed and funds awarded May - June 2015.
- One Year Grant Cycle July 1, 2015 – June 30, 2016
- If selected, biannual progress reports due approximately January 15, 2016 and July 15, 2016.

Components to be completed and submitted (total maximum of 7 pages):

1. Applicant Information (1 page)
2. Narrative (1 page)
3. Multi-Disciplinary Team Roster (1 page)
4. One Year Workplan & Timeline (1-2 pages)
5. Budget (1 page)
6. Municipal Letter of Support (1 page)

Eligibility Criteria:

- All SD communities not previously awarded DOH Community Walk Audit Grant funds are eligible to apply with priority given to small, rural communities or those larger communities who identify a particular neighborhood or specific sector of the city with greatest need for improvement of walkable areas for those residents.

Expectations of Grantee:

- Application submitted no later than May 15, 2015.
- Complete and sign W9 and contractual agreement with SD Department of Health May/June 2015.
- Implement workplan as outlined and approved.
- Participate in training event during first quarter of grant cycle – training design and date TBD.
- Implement use of appropriated funds as outlined and approved
- Submit final biannual reports as requested by SD Department of Health

Expectations of SD Department of Health:

- Provide technical assistance and guidance throughout grant process.
- Provide resources, tools, templates, and trainings as needed.
- Provide funds through contractual agreement.

Allowed Expenditures:

- Community Education Events such as Walk Audit Facilitator Trainings, Walkability Workshops, Open-Streets Events or Ciclovias, Walk Audit Team Meetings, ***all in preparation for or in conjunction with*** Community Walk Audit(s)
- Meeting Room Rental
- Walkability Speaker Costs
- Consulting Engineering Costs
- Public Awareness Campaigns, Media, Social Media and Advertising
- Mailings, Printing and Postage
- Enlarged Maps and Aerial Photos
- Posters, Grid Maps
- Safety Equipment such as reflective vests, hats, visors
- Clipboards and Tape Measures
- Final report development
- Others as appropriate and approved

Non-Allowable Expenditures:

- Food, Beverage
- Construction, Infra-structure
- Large Equipment
- Paid Staff Time
- Indirect Costs

Audit/Assessment Resources:

- Mark Fenton – Tips on Leading a Community Walk Audit and Walk Audit Checklist - www.markfenton.com
- Walk Bike to School Sample Checklists - <http://www.walkbiketoschool.org/get-set/event-ideas/walkability-bikeability-checklists>
- WalkSteps - www.WalkSteps.org
- Pedestrian & Bicycle Information Center - <http://www.pedbikeinfo.org/data/library/details.cfm?id=12>
- Delaware Healthy Communities – The Walkability Assessment Tool - <http://www.ipa.udel.edu/healthyDEtoolkit/docs/WalkabilityAssessmentTool.pdf>
- South Dakota Active Transportation Checklist - www.healthysd.gov
- This is not a complete list. If selected, additional TA will be provided throughout the grant period.

Additional Walking and Walk Audit Resources:

- America Walks – www.americawalks.org
- Walk Friendly Communities - <http://www.walkfriendly.org/>
- Active Living Research - <http://activelivingresearch.org/walking-101-effective-policies-and-strategies-get-your-community-walking>
- Safe Routes to Schools - www.saferoutesinfo.org/
- CDC Healthy Community Design Toolkit - http://www.cdc.gov/healthyplaces/toolkit/healthy_community_design_checklist.pdf
- Smart Growth America – www.smartgrowthamerica.org
- This is not a complete list. If selected, additional TA will be provided throughout the grant period.

Potential Action Items to Result from Walk Audits:

- **Short Term** – Community Awareness, Education, Advocacy, Multi-Disciplinary Team Development, Mayoral Directives to Improve Walkability, Healthy Community Design Resolution, Planning for Model Ordinances to Improve Walkability, Alterations to the Built Environment, Seek larger funding opportunities.
- **Long Term** – Launch Higher Level Policy Work such as Complete Streets Policy Development, Incorporation of Healthy Community Design Principles into City Master Planning Efforts, Construction, Built Environment Infrastructure Improvement projects.

Application (Due May 15, 2015)

- Applicants must submit the 6 components summarized below, with a total of **no more than 7 pages**.

Scoring and Evaluation:

- Applications will be scored up to 50 points – points possible per component are indicated below.

(1) Applicant Information (1 page max - 5 points)

- Community
- Community Size
- Individual responsible for Project
- Organization
- Address
- Phone
- Email
- City Website
- Entity and Fiscal Agent for contractual agreement with SD Department of Health
- Sector focus for Walk Audit(s) (Community, School, Worksite, etc.)

(2) Narrative (1 page max - 10 points)

- Rationale
- Need
- Team/Individual responsible
- Describe locations and Area(s) for Walk Audit(s)
- Describe who will facilitate walk audits and their qualifications, or indicate proposed walk audit facilitator training plans
- Intended assessment instrument to be used (See examples above under Audit/Assessment Tools)
- Intended resources to be used (See examples above under Resources))
- Describe intended action item to result from completion of walk audit (See list of Potential Action Items)

(3) Multi-Disciplinary Team Roster (1 page max - 10)

***Applicants should seek representation from the following. Indicate name and title or organization. Further development of your team can be an activity in your work plan.**

- Elected Official
- Public Works
- Engineering
- Transportation
- Landscape Architects
- Zoning Board
- School
- Park & Rec
- Social Services
- Local Businesses
- Tourism
- Seniors/AARP
- Healthcare
- Childcare
- Transit Authority
- Bicycling Community Advocacy
- Wellness Coalition
- Law Enforcement
- Economic Development
- Downtown, Main Street Association, Historic Preservation Association
- Planning District Representative
- Metropolitan Planning Organization or Regional Planning Organization Representative

(4) Work plan & Timeline (2 pages max - 10 points)

***Use Template Provided**

- Timeline for project is July 1, 2015 – June 30, 2016
- Suggested activities:
 - Multi-Disciplinary Team Development
 - Community Pre and Post Surveys
 - Community Planning Efforts
 - Community Education Events
 - Identification of Walk Audit Facilitators/Training of Walk Audit Facilitators
 - Preparation for Walk Audits
 - Conduct Walk Audits (you are encouraged to conduct more than one – consider seasonal walk audits)
 - Analysis of Walk Audits
 - Communicate results of Walk Audits to community
 - Planning for Future Action Items based on results of Walk Audits
 - Evaluation Efforts

(5) Budget with Justification (1 page max - 10 points)

***Use Template Provided**

- May request up to \$5,000.00
- Include Justification
- Refer to allowable and non-allowable expenses

(6) Municipal Letter of Support (1 page max - 5 points)

- Include one LOS from town, city, or municipality official

Direct all inquiries, questions and email completed application **no later than COB May 15, 2015** to:

Beth A. Davis, CHES, PAPPH

Physical Activity Coordinator

South Dakota Department of Health

Office of Chronic Disease Prevention and Health Promotion

Nutrition and Physical Activity Program

www.healthysd.gov

Beth2022@pie.midco.net

(605)280-2429

**SD DOH Walk Audit Grant 2015
Workplan & Timeline**

Applicant Name:

<u>Goal</u>	<u>Objectives</u>	<u>Partners, Leaders, Facilitators</u>	<u>Activities</u>	<u>Tools and Resources</u>	<u>Budget \$\$</u>	<u>Performance Measure</u>
Conduct Community Walk Audits July 1, 2015 - June 30, 2016	(SMART) Specific Measurable Achievable Realistic Timeframe	List specific people responsible.	List specific activities planned.	Indicate tools and resources utilized.	Total Quarterly Costs – Detail will occur in Budget Template.	Indicates completion of activity. Include source.
1st Quarter July 1, 2015 – September 30, 2015						
2nd Quarter October 1, 2015 – December 31, 2015						
3rd Quarter January 1, 2016 – March 31, 2016						
4th Quarter April 1, 2016 – June 30, 2016						

SD DOH Walk Audit Grant 2015

Budget Detail

Applicant Name:

<u>Budget</u>	<u>Activity</u>	<u>Costs</u>	<u>Justification</u>
Conduct Community Walk Audits July 1, 2015 – June 30, 2016	Include all activities planned per quarter.	Explain in detail costs associated per quarter, per activity.	Indicate rationale for expenses.
1st Quarter July 1, 2015 – September 30, 2015			
2nd Quarter October 1, 2015 – December 31, 2015			
3rd Quarter January 1, 2016 – March 31, 2016			
4th Quarter April 1, 2016 – June 30, 2016			
		Total Request Here \$	