

South Dakota Department of Health (SDDOH)
Office of Chronic Disease Prevention and Health Promotion
Community Walk Audit
Grant Funding Announcement and Application
Due February 28, 2018

Funding Opportunity Rationale:

Funding and technical assistance (TA) are available to SD communities on implementation of healthy community design principles that support walkability through walk audits. **Walk audits are an easy, doable assessment that communities can utilize as an education and advocacy tool to spark both short and long term policy planning efforts.** Walk audit assessment data can position communities for larger grant opportunities and launch complete streets/neighborhoods policy efforts. Through these larger policy efforts, communities can ultimately increase the number of individuals walking for recreation, exercise, and/or transportation leading to a reduction in chronic disease risk and burden. Walkable communities not only benefit individual health, but also provide safety, social equity, environmental, transportation, and economic benefits while creating community connectedness.

Potential Action Items to Result from Walk Audits:

- **Short Term** – Community Awareness, Education, Advocacy, Multi-Disciplinary Team Development, Additional Built Environment Assessments, Mayoral Directives to Improve Walkability, Healthy Community Design Resolution, Planning for Model Ordinances to Improve Walkability, Position for Larger Funding Opportunities, Built Environment Enhancements, Safe Routes to Schools, Demonstration Projects
- **Long Term** – Enhancement of City-Wide Walkability Plan, Adoption of Model Ordinances to Improve Walkability, Complete Streets/Neighborhoods Policy Development and Adoption, Built Environment Infrastructure Investments, Implementation Projects

Suggested Applicants:

Community/Civic Leaders, Elected Officials, 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, Planning Districts, Other Community Leaders Interested in Improving Walkability

Funds Available:

- Anticipate funding 3-5 communities at \$3,000 - \$5,000 each.
- No match required.
- See allowable/non-allowable expenditures.

Timeline:

- Grant application due **February 28, 2018**.
- Applications due via *email only* to Beth Davis, SDDOH (contact information provided below).
- Grant Q&A Call-In Opportunity – **Friday, February 2, 2018, 10:00am – 10:30am Central Time**. Please indicate intent to participate by emailing Beth Davis (beth2022@pie.midco.net) prior to call to receive Call-In information.
- Contracts processed and funds awarded by May 1, 2018.
- One Year Grant Cycle, May 1, 2018 – April 30, 2019.
- Biannual progress reports due approximately November 30, 2018 and May 31, 2019.

Application Components (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 SDDOH Community Walk Audit Grant funds are eligible to apply. Priority selection will be 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 underserved residents.

Expectations of Grantee, if selected:

- Application submitted no later than February 28, 2018.
- Complete and sign W-9 and contractual agreement with SDDOH prior to May 1, 2018.
- Implement workplan as outlined and approved.
- Participate in SDDOH-sponsored training event during first quarter of grant cycle – training design, location and date TBD. You may use grant funds for travel to this training, if needed.
- Implement use of appropriated funds as outlined and approved.
- Submit biannual reports as requested and participate in SDDOH program evaluation efforts.

Expectations of SDDOH:

- Provide technical assistance and guidance throughout grant cycle.
- Provide resources, tools, templates, and trainings throughout grant cycle.
- Provide follow-up technical assistance after completion of grant cycle.
- Provide funds through contractual agreement.

Allowed Expenditures:

- Community Education Events, Community Surveys, Walkability Workshops, Walk Audit Facilitator Trainings, Walk Audit Team Meetings, Demonstration Projects, ***all in preparation for or in conjunction with*** your Community Walk Audit(s)
- Meeting Room Rental
- Consultant Costs (Engineering, Planning, Landscape Architecture, and others as approved by SDDOH)
 - **Note: Through a SDDOH partnership with Wellmark's Healthy Hometown Initiative, walk audit grantees may choose to work collaboratively with a Wellmark Community Health Improvement Consultant to facilitate and conduct their walk audit with community stakeholders as a part of this grant, at no cost to the grantee.**
- Public Awareness Campaigns
- Purchased Media, Social Media and Advertising
- Mailings, Printing and Postage
- Enlarged Maps, Aerial Photos, Posters, Grid Maps
- Safety Equipment such as reflective vests, hats, visors, cones
- Clipboards and Tape Measures
- Final report development and dissemination
- Others as appropriate and approved

Non-Allowable Expenditures:

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

Audit/Assessment Checklist Resources:

- South Dakota Active Transportation Checklist - <http://healthysd.gov/active-transportation-checklist/>
- South Dakota Community Walkability Toolkit - <http://healthysd.gov/walking-toolkit-improve-your-health-well-being-quality-of-life/>
- Mark Fenton – Tips on Leading a Community Walk Audit and Walk Audit Checklist - www.markfenton.com
- AARP Walk Audit Tool Kit and Leader Guide - <http://aarp.org/walk-audit>
- Safe Routes to Schools - <https://www.saferoutespartnership.org/resources/fact-sheet/walkability-checklist-0>
- You may adapt existing assessment tools/checklists or develop your own walkability checklist that is more appropriate for your community.
- This is not a complete list. If selected, additional TA will be provided throughout the grant cycle.

Application (Due February 28, 2018):

- 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 SDDOH
- Sector, priority population, or neighborhood focus for Walk Audit(s)

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

- Rationale
- Need
- Local pedestrian data and/or traffic counting data, if available (indicate if unknown)
- Existing policy or ordinances that support walkability
- Community demographics
- Team/Individual responsible
- Describe locations and Area(s) for Walk Audit(s)
- Describe who will facilitate walk audits and their qualifications, indicate proposed walk audit facilitator training plans, or proposed consultants to facilitate walk audits (See Allowed Expenditures/Consultant Costs for suggestions)
- Intended assessment instrument to be used (See examples above under Audit/Assessment Checklist Resources)
- Describe *general* intended action items to result from completion of walk audit. This can be adjusted for specificity after the completion of your walk audit and further described in your biannual reports. (See list of Potential Action Items)
- Describe any other recent funding or technical assistance your community has received for similar assessment work or construction projects and how those projects would enhance or be enhanced by this walk audit grant

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

***Applicants should seek representation from the following. (Further development of your team can be an activity in your workplan).**

- Elected Official
- Public Works
- Engineering
- Transportation
- Landscape Architecture
- Zoning Board
- Schools
- Parks, Recreation, and Trails
- Social Services
- Business/Industry
- Worksite Wellness
- Volunteer/Non-Profits
- Tourism
- Healthcare
- Childcare
- Equitable Access Partners
- Faith-Based Organizations
- Community, Regional, or Urban/Rural Development
- Transit/Busing Authority
- Walking/Bicycling Advocacy
- Wellness Coalition
- Law Enforcement
- Economic/Commerce Development
- Housing Authority
- Downtown, Main Street Association, Historic Preservation Association
- Planning District Representative
- Metropolitan Planning Organization (MPO) or Regional Planning Organization (RPO) Representative
- Civic Groups
- Residents of all ages and abilities who may have challenges navigating while walking

(4) Workplan & Timeline (2 pages max - 10 points)

***Use Template provided**

- Timeline for project is May 1, 2018 – April 30, 2019
- Sample 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 may conduct more than one – consider seasonal walk audits)
 - Analysis of Walk Audits
 - Communicate results of Walk Audits to community
 - Planning future action items based on findings from Walk Audits
 - Planning for implementation efforts
 - Evaluation of Walk Audit grant process

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

***Use Template provided**

- May request up to \$5,000
- Include Justification
- Refer to allowable and non-allowable expenses

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

- Include one LOS from township, town, or city *official*

Email application to the email address below **no later than COB February 28, 2018**. You will receive notification upon receipt.

Beth A. Davis - Beth2022@pie.midco.net

Physical Activity Coordinator

South Dakota Department of Health

Office of Chronic Disease Prevention and Health Promotion

Nutrition and Physical Activity Program

HealthySD.gov

(605)280-2429

**SDDOH Community Walk Audit Grant 2018-2019
Workplan & Timeline**

Community/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 May 1, 2018 – April 30, 2019	(SMART) Specific Measurable Achievable Realistic Timeframe	List specific people responsible.	List specific activities planned toward accomplishment of action items.	Indicate tools and resources utilized.	Total Quarterly Costs – Detail will occur in Budget Template.	Indicates completion of activity. Include source.
1st Quarter May 1, 2018 – July 31, 2018						
2nd Quarter August 1, 2018 – October 31, 2018						
3rd Quarter November 1, 2018 – January 31, 2019						
4th Quarter February 1, 2019 – April 30, 2019						

SDDOH Community Walk Audit Grant 2018-2019

Budget Detail

Community/Applicant Name:

<u>Budget</u>	<u>Activities</u>	<u>Costs</u>	<u>Justification</u>
Conduct Community Walk Audits May 1, 2018 – April 30, 2019	Include all activities planned per quarter toward accomplishment of action items.	Explain in detail costs associated per quarter, per activity.	Indicate rationale for expenses.
1st Quarter May 1, 2018 – July 31, 2018			
2nd Quarter August 1, 2018 – October 31, 2018			
3rd Quarter November 1, 2018 – January 31, 2019			
4th Quarter February 1, 2019 – April 30, 2019			
		Total Request Here \$	