

Safe Routes to School Eligible and Inappropriate Use of Funds

ELIGIBLE INFRASTRUCTURE PROJECTS

- **Sidewalk improvements:** new sidewalks, sidewalk widening, sidewalk gap closures, sidewalk repairs, curbs, gutters, and curb ramps.
- **Traffic calming and speed reduction improvements:** roundabouts, bulb-outs, speed humps, raised crossings, raised intersections, median refuges, narrowed traffic lanes, lane reductions, full- or half-street closures, automated speed enforcement, and variable speed limits.
- **Pedestrian and bicycle crossing improvements:** crossings, median refuges, raised crossings, raised intersections, traffic control devices (including new or upgraded traffic signals, pavement markings, traffic stripes, in-roadway crossing lights, flashing beacons, bicycle-sensitive signal actuation devices, pedestrian countdown signals, vehicle speed feedback signs, and pedestrian activated signal upgrades), and sight distance improvements.
- **On-street bicycle facilities:** new or upgraded bicycle lanes, widened outside lanes or roadway shoulders, geometric improvements, turning lanes, channelization and roadway realignment, traffic signs, and pavement markings.
- **Off-street bicycle and pedestrian facilities:** exclusive multi-use bicycle and pedestrian trails and pathways that are separated from a roadway.
- **Secure bicycle parking facilities:** bicycle parking racks, bicycle lockers, designated areas with safety lighting, and covered bicycle shelters.
- **Traffic diversion improvements:** separation of pedestrians and bicycles from vehicular traffic adjacent to school facilities, and traffic diversion away from school zones or designated routes to a school.

** Planning, design, and engineering expenses, including consultant services, associated with developing eligible infrastructure projects are also eligible to receive infrastructure funds.

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ELIGIBLE NON-INFRASTRUCTURE PROJECTS & PROGRAMS

SAFETEA-LU specifies that eligible non-infrastructure activities are *activities to encourage walking and bicycling to school, including*

- *public awareness campaigns and outreach to press and community leaders,*
- *traffic education and enforcement in the vicinity of schools,*
- *student sessions on bicycle and pedestrian safety, health, and environment, and*
- *funding for training, volunteers, and managers of safe routes to school programs.*
(Section 1404(f)(2)(A))

The above categories are broad in nature. There are several sources of information available nationally that provide further guidance on non-infrastructure activities, such as the National Highway Traffic Safety Administration's (NHTSA) [Safe Routes to Schools: Practice and Promise](#), and NHTSA's [Safe Routes to School Toolkit](#).

Existing SRTS programs have used non-infrastructure funds for the following purposes:

- Creation and reproduction of promotional and educational materials.
- Bicycle and pedestrian safety curricula, materials and trainers.
- Training, including SRTS training workshops that target school- and community-level audiences.
- Modest incentives for SRTS contests, and incentives that encourage more walking and bicycling over time.
- Safety and educational tokens that also advertise the program.
- Photocopying, duplicating, and printing costs, including CDs, DVDs, etc.
- Mailing costs.
- Costs for data gathering, analysis, and evaluation reporting at the local project level.
- Pay for substitute teacher if needed to cover for faculty attending SRTS functions during school hours.
- Costs for additional law enforcement or equipment needed for enforcement activities.
- Equipment and training needed for establishing crossing guard programs.
- Stipends for parent or staff coordinators. (The intent is to be able to reimburse volunteers for materials and expenses needed for coordination and efforts. The intent is not to pay volunteers for their time. In some cases, however, a State may permit paying a stipend to a "super volunteer" to coordinate its local program(s). This is an important possibility to keep open for low-income communities. It may be beneficial to set a limit on the maximum value of a stipend, such as \$2000/school year.)
- Costs to employ a SRTS Program Manager, which is a person that runs a SRTS program for an entire city, county, or some other area-wide division that includes numerous schools. (Program Managers may coordinate the efforts of numerous stakeholders and volunteers, manage the process for implementation at the local or regional level, and may be responsible for reporting to the State SRTS Coordinator.)
- Costs to engage the services of a consultant (either non-profit or for-profit) to manage a SRTS program as described in the prior bullet.

**** This listing is not inclusive, although States considering funding items not listed must ensure that the activity meets the purposes of the SRTS Program as specified by SAFETEA-LU, and that the item is generally comparable to those listed above or in the legislation.**

Safe Routes to School Eligible and Inappropriate Use of Funds

INAPPROPRIATE USE OF SRTS FUNDS

States are not permitted to use Section 1404 (SRTS) funds for projects that do not specifically serve the stated purposes of the SRTS Program, nor should they be used for reoccurring costs except as specifically provided in the legislation. For example, in general, Program funds should not be used to pay crossing guard salaries, as these are reoccurring costs (although funds *may* be used for crossing guard training programs). Funding requests for costs that are expected to be reoccurring costs in future years should include plans for how the costs will be funded in the future and a rationale for how federal funding of 1-2 years will enable leveraging of future financial security for the activity.

The use of Section 1404 (SRTS) funds for projects that reorganize pick-up and drop-off primarily for the convenience of drivers rather than to improve child safety and/or walking and bicycling access is not permitted, nor should Program funds be spent on education programs that are primarily focused on bus safety. Improvements to bus stops are not eligible for this funding.