

Planning Grants for Community Bicycle and Pedestrian Improvements



September 13, 2024

Applications are due by 4 p.m., Thursday, October 31, 2024.

The Indiana State Department of Health (IDOH) Division of Nutrition and Physical Activity (DNPA) invests in partnerships and activities that work toward improving the health of all Indiana residents. The DNPA focuses on increasing healthy eating and physical activity and decreasing obesity. Poor nutrition, sedentary behaviors, and obesity are serious threats to the health, academic achievement, and productivity of Indiana's residents. Each of these threats is linked to an increased risk for chronic diseases such as heart disease, stroke, some cancers, and diabetes. Chronic disease is the leading cause of death and disability in Indiana. The adoption of bicycle and pedestrian master plans by Indiana communities is seen as an effective way to invest in changes to policy and the built environment that supports healthy community outcomes.

Bicycle and Pedestrian Master Plan Funding Overview

The DNPA is providing funding to communities to assist in the preparation of community-wide Bicycle and Pedestrian Master Plans to facilitate more active living and higher rates of physical activity in Indiana. This funding will assist in the preparation of community-wide planning activities supporting bicycle and pedestrian activities focused on three groups of community sizes. **This announcement is for one round of funding.** This round of funding is for projects that are anticipated to start in the winter of 2024 and be substantially complete by Sept. 30, 2025.

Key deliverables of the plans will be:

- A formal evaluation of the existing pedestrian and bicycle network, policies, and programs
- Policy and programming recommendations
- Prioritized route, facility type, and maintenance recommendations, with cost analysis
- Action plan recommendations for implementation of the plan for the next five years
- Substantial public input is required as part of the planning process
- A plan advisory committee is required with a minimum of five different community partners represented

Call for Applications and Eligible Applicants

Successful applicants will be selected based on the level of readiness to plan for and implement bicycle and pedestrian improvements, as well as a willingness to consider policy, planning, and the built environment changes necessary to foster healthy and active communities. Grantees will be required to create a plan advisory committee made up of representatives from a minimum of five different community partners that support this work and formally adopt their plans as an amendment to the community's existing comprehensive plan. Eligible applicants include incorporated communities, counties, or regional planning agencies in Indiana.

Program Funding Requirements and Eligible Planning Activities

Grant awards will be provided based on the population within the corporate limits of the community or county covered by the plan (using the most current U.S. Census data available) as follows:

- Communities under 5,000 population are eligible to receive up to \$20,000 in funding with **no matching funds** required
- Communities above 5,000 population are eligible to receive up to \$20,000 in funding with a minimum of \$20,000 matching funds required

Eligible planning activities include:

- Community-wide bicycle and pedestrian master plans
- Small area or neighborhood plans that promote walking and bicycling to everyday destinations such as schools, parks, shopping, medical clinics, etc.
- Multi-use path corridor plans that connect communities to nearby destinations such as state/regional parks or regional greenways
- Project acceleration plans that further define the scope, cost, and feasibility of local bicycle and pedestrian projects. The production of detailed construction documents or environmental studies are not eligible for funding.

Funding will pay for consulting fees to prepare the plan. Other expenses will not be reimbursed as part of this funding. In-kind labor cannot be considered a match. The funding is available for planning only and cannot be spent on the preparation of construction documents, implementation activities, equipment, or construction. Final approval of funds will be contingent upon the preparation of an approved grant agreement between the IDOH and the applicant that includes other State-required conditions necessary for the approval. Final funding reimbursement will require formal adoption of the plan by the grantee legislative body as an amendment to the community's comprehensive plan. Proof of the plan adoption will be required.



The Planning Process

The planning process required for the use of these funds will be community-focused through public participation and evidence-based recommendations. The objectives of the planning process are:

- Focus on addressing health disparities and traditionally underserved populations in the community (such as minority or low-income populations)
- Prioritize investments in walking and biking based on cost, use and overall network connectivity
- Strengthen applications for future state and federal funding opportunities

Public engagement and plan content, which will be defined with each community during the preparation of the grant agreement with IDOH, can be tailored to address specific community needs. An example scope of work is available from IDOH for all applicants. It is anticipated that all successful grantees will participate in a project scoping meeting with IDOH prior to initiating and hiring consultants for their projects. **All plans will be required to be substantially complete by Sept. 30, 2025.**

Application Submittal

Applications are due by 4 p.m. Thursday, October 31, 2024. Applications must be submitted by email (one, combined PDF document). Email submission shall be addressed to Pete Fritz, healthy communities planner, at pefritz@health.in.gov.

Required Application Documents

Applications shall include the following documents:

1. A cover letter on the sponsoring community's letterhead, signed by the highest elected official in the community that states a commitment of the community to participate in and adopt the plan. The letter should also include key contact information for one person who can be notified during the application review process for more information and/or award notice
2. One response to the application questions below, not to exceed a total of three pages in length
3. A minimum of three letters of support from community stakeholders, such as the local school corporation, Chamber of Commerce, community organizations, local health organizations, etc.
4. DNPA will schedule a short 15-minute interview of all qualified applicants to help determine which communities will receive the funding



Required Application Questions

1. In a few short sentences provide general information that helps define your vision for a bicycle and pedestrian-friendly community.
2. How will a Bicycle and Pedestrian Master Plan (or other qualifying planning activity) contribute to achieving this vision? Describe your community's interest in and need for a bicycle and pedestrian plan, mention any existing planning documents addressing bicycle and pedestrian issues.
3. How will this plan specifically address traditionally underserved populations in your community (such as minority or low-income populations)?
4. Are there any specific gaps, barriers, projects, or opportunities that support bicycling and walking that you feel should be addressed in this plan for your community?
5. Describe your public outreach process for the planning effort. How will you include underserved populations in your outreach efforts for the plan? Provide a list of at least 5 community groups that will participate in the project advisory committee.

A digital copy of this request for applications is available on the [DNPA web page](#). For more information and questions contact Pete Fritz at 317-234-6808 or pefritz@health.in.gov.

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