

Received by: _____

Date: _____

ACTIVE TRANSPORTATION PROGRAM GRANT APPLICATION						Infrastructure: FY14-17			
PROJECT NAME									
LEAD AGENCY									
PROJECT TYPE	<input type="checkbox"/> On-Road Improvements <input type="checkbox"/> Off-Road Improvements <input type="checkbox"/> Amenities/ Enhancements								
ROADWAY OR NEAREST INTERSTION						TERMINI (TO/FROM)	LENGTH (MILES)		
COUNTIES	<input type="checkbox"/> Davidson	<input type="checkbox"/> Maury	<input type="checkbox"/> Robertson	<input type="checkbox"/> Rutherford	<input type="checkbox"/> Sumner	<input type="checkbox"/> Williamson	<input type="checkbox"/> Wilson		
BRIEF DESCRIPTION									
PROPOSED ELEMENTS				PROJECT HISTORY					
<input type="checkbox"/> Sidewalks <input type="checkbox"/> Curb Ramps <input type="checkbox"/> Crosswalk <input type="checkbox"/> Signalization/ Traffic Control <input type="checkbox"/> Intelligent Transportation System <input type="checkbox"/> Signage <input type="checkbox"/> Bus/ Transit Stop <input type="checkbox"/> Pedestrian Amenities <input type="checkbox"/> Bicycle Parking (Rack, Locker) <input type="checkbox"/> Bike Share Program <input type="checkbox"/> Shared Lane <input type="checkbox"/> Bicycle Rack <input type="checkbox"/> New Greenway <input type="checkbox"/> Greenway Extension <input type="checkbox"/> Greenway Amenities <input type="checkbox"/> Connection to School <input type="checkbox"/> Connection to Transit Stop				<input type="checkbox"/> Project in TIP ID# _____ <input type="checkbox"/> Not in TIP, LRTP Project ID# _____ <input type="checkbox"/> Existing Project, Not in TIP or Plan <input type="checkbox"/> New Project <input type="checkbox"/> Other: _____					
									ATP GRANT FUNDING SUMMARY*
				<i>Federal Fiscal Year</i>		<i>Total Cost</i>		<i>ATP Requested**</i>	
				2014		\$		\$	
				2015		\$		\$	
2016		\$		\$					
2017		\$		\$					
Total		\$		\$					
*Please complete the PROJECT BUDGET WORKSHEET form and include any funding from other sources of revenue. **Must not exceed 80% of total cost.									
AGENCY CONTACT INFORMATION									
Name					E-mail				
Title					Phone				
Department									
Agency/ Organization									

PROPOSAL NARRATIVE (Provide no more than 10 pages, responding to each of the following sections)	
Section 1. Project Description, Purpose, Need, and Objectives	Please provide a detailed description of the proposed active transportation project including its purpose, need, and main objectives. Applicants also must describe the following: <ul style="list-style-type: none"> • Intended users • Anticipated number of users • Expected scope of work • Major tasks/ activities • Final deliverables / products
Section 2. Benefits to Active Transportation	Describe the benefits of the proposed project to advancing the MPO’s <i>2035 Regional Transportation Plan</i> goals for improving active transportation opportunities in Middle Tennessee. <p>Applicants should address how its proposal relates to the following goals:</p> <ul style="list-style-type: none"> • Provide safe traveling options for pedestrians and cyclists • Provide opportunities for physical activity among users of the region’s transportation system • Increase connectivity among a mix of land uses including neighborhoods, schools, jobs, parks and public space, fresh food markets/ grocery stores, retail, entertainment venues, etc. • Provide last-mile connectivity for users of public transportation
Section 3. Benefits to Region and Local Community	Describe how the proposed project will benefit the region and affected local communities. Specifically, consider how the project helps to promote: <ul style="list-style-type: none"> • MPO’s four guiding principles • 2035 Plan’s three major policy Initiatives • Local neighborhood or community plans <p>In addition, please describe how the proposed project will help support traditionally underserved or vulnerable populations. Examples include children, seniors, persons with a physical or mental disability, ethnic and minority populations, non-english speaking individuals, low income households, households without a personal automobile, populations with high rates of health disparities and chronic disease, etc.</p>
Section 4. Proposed Innovation	Describe how the proposed project incorporates innovative approaches to advancing the region’s Active Transportation Program goals.
Section 5. Sustainability of Effort	Describe this history of the proposed project and how it will be sustained beyond the life of awarded grant funds.
Section 6. Project Deliverables, Schedule, & Milestones	Provide a detailed schedule for the completion of the proposed project. Identify and describe key milestones, major tasks and activities, and the final deliverables/ products. Include a description of how the project will be managed and how progress will be tracked to ensure timely and efficient implementation. <p>Include a description of the lead agency’s recent experience in successfully implementing similar projects. This description should include the project or projects that were implemented and sufficient detail to demonstrate the project was successfully completed on time and within budget.</p>
Section 7. Budget Narrative	Provide a descriptive narrative about the funds needed to complete the proposed project or program. Describe the source of matching funds. Applicants must provide documentation to validate that matching funds are secured and available.

APPLICATION CHECKLIST

Yes, I included the following:

- Detailed project description including purpose and need
- Project map and supporting illustrations
- Description of intended users/ audience
- Estimate of the anticipated number of users/ size of audience
- Detailed scope of work including description of major tasks/activities
- List of final deliverables / products
- Detailed project schedule including major milestone dates
- Detailed project budget including all estimated costs and funding sources
- Documentation of matching funds
- Completed project narrative