

Jill Winter

From: MEngineers
Sent: Wednesday, May 24, 2023 3:22 PM
To: Kirby Casner (kcasner@cityofpana.org); Greg Holthaus (gholthaus@consolidated.net)
Subject: Pana Safe Routes to School - 2023 Funding Cycle Information (Job #23misc)



OWNERS
LEE R. BECKMAN, P.E., P.L.S.
DOUGLAS C. GRUNLOH, P.L.S.

LICENSEES
MICHAEL A. TAPPENDORF, P.E.

-OSLAD
-EOP/TAPP

TO: Kirby Casner and Greg Holthaus
FROM: Lee R. Beckman, P.E., P.L.S.
RE: Pana Safe Routes to School - 2023 Funding Cycle Information

COMMENTS: The 2023 Safe Routes to School application period will be (August 1, 2023 through October 2, 2023. Though we don't know the specifics for this year's grant requirements just yet, we can get a jump start based on the requirements from previous funding cycles. We recommend the following:

- Make sure your GATA portal is up to date:
 - Ensure that all Internal Control Questionnaires (ICQ) have been submitted.
- Make sure your SAM registration is up to date.
- Notify the K-8 schools (public and private) of your intent to apply for the grant:
 - Establish a primary contact person at each school to facilitate communications,
 - Advise them of the grant application period,
 - Let them know they will be contacted by Milano & Grunloh Engineers regarding the application, and
 - Let them know the following items will be requested of them during the application period:
 - Letter of Support (M&G will provide a template),
 - Online Parent Survey (M&G will provide via google forms),
 - Student Survey conducted by home room teachers for three consecutive days (M&G will provide via google forms),
 - Photos of the project area during school hours and events, and
 - Copy of the School Wellness Policy

Additionally, the following items will be requested of the City during the application process:

- Resolution of Financial Commitment (M&G will provide).
- Letters of Support from Public Leaders, legislatures, etc. (M&G will provide a template).
- Letters of Support from other project partners such as PTA/PTO, School Board, Non-profit organizations, public health agencies, local emergency personnel (M&G will provide a template).
- Walking/Bikeability Checklists (M&G will provide forms and further instructions),
- Any speed studies/accident data for the project area.
- Stakeholder interviews with local groups/agencies/business (M&G will provide a template).
- Copies of meeting minutes discussing the need for the project.
- Conduct a public meeting regarding the project and the City's intent to apply for a the SRTS grant.

We will be attending a workshop on May 31, 2023 and hope to have additional details for you at that time. Please call with any questions.

Lee R. Beckman, P.E., P.L.S.

mgengineers@mgengineers.com | www.mgengineers.com

Phone: (217) 347-7262 | 114 W. Washington Ave., Effingham, IL 62401

This electronic message and all contents and attachments contain information from Milano & Grunloh Engineers, LLC that (a) is or may be LEGALLY PRIVILEGED, CONFIDENTIAL, PROPRIETARY IN NATURE, OR OTHERWISE PROTECTED BY LAW FROM DISCLOSURE, and (b) is intended only for the use of the Addressee(s) herein. If you are not the intended recipient, an addressee, or the person responsible for delivering this to an addressee, you are hereby notified that reading, using, copying, disclosing, or distributing any part of this message, and/or any contents and attachments, is strictly prohibited. If you have received this electronic mail message in error, please contact Milano & Grunloh Engineers, LLC immediately at (217) 347-7262 and take the steps necessary to delete the message, and any contents and attachments, completely from your computer system and destroy any other copies you may possess.

JOB #23misc srts

***Please reference the above stated Job # on all correspondence**

jaw