



## Safe Routes to School: Mini Grant Program

The Mini-Grant Program provides small grants to assist in promoting more walking and biking at schools. Here are some examples of how Mini-Grant funds can be used:

- Create Safe Routes to School Teams at your school
- Plan and promote Safe Routes events
- Create incentive programs encouraging walking &/or biking to school
- Purchase new safety gear for school patrols.

All accredited K-12 public and independent schools located within the City of Seattle are eligible to receive Mini-Grant Funds. Groups can request funds up to \$1,000 to be spent within up to two years.

Groups eligible for to apply for Mini-Grant Funds include schools, PTA groups, Safe Routes to School teams, Walking School Bus groups and other parent or teacher groups.

In order to receive these funds, follow these simple steps:

- Complete the [Mini-Grant Application](#) and submit to SDOT by November 14<sup>th</sup>, 2008
- SDOT will review the applications to ensure eligibility
- Mini-Grant recipients will be selected by December 1<sup>st</sup>, 2008.
- SDOT and Mini-Grant recipients discuss Memorandum of Agreement detailing the terms of the program
  - Agreements signed & returned to SDOT by December 15<sup>th</sup>
- Funding distributed after agreements are completed
- Follow-up: Prepare an end of the year summary with pictures that describes how Mini-Grant funds were used

**For more information contact SDOT Safe Routes to School Coordinator Brian Dougherty at 206- 684-5124 or [brian.dougherty@seattle.gov](mailto:brian.dougherty@seattle.gov)**



## Seattle Department of Transportation

### Safe Routes to School: Mini Grant Program

#### APPLICATION

The process to apply for a Mini Grant is easy. Just enter your contact information, tell us how much money you need and answer the five questions below. The deadline for us to receive your application is November 14, 2008. Send via mail or email to:

Seattle Department of Transportation  
Attention: Brian Dougherty  
700-5<sup>th</sup> Avenue, Suite 3900  
P.O. Box 34996  
Seattle, WA 98124-4996  
[brian.dougherty@seattle.gov](mailto:brian.dougherty@seattle.gov)

School or Group Name:	
Type of Group: (i.e. School, PTA, etc)	
Group Leader Name:	
Group Leader Phone Number:	
Group Leader Email Address:	
Alternate Contact Name:	
Alternate Contact Phone Number:	
Alternate Contact Email Address:	
Amount Requested (up to \$1,000):	\$

1. Describe the way your group will use these funds.
2. How will this project improve pedestrian and bicycle safety at your school?
3. How will these funds encourage more children to walk or bike?
4. Please estimate the timeline to implement this project.
5. Finally, please attach a letter of support from your school principal.

*If you have any questions about the application process, call Safe Routes to School Coordinator Brian Dougherty at (206) 684-5124.*