



## SAN MATEO-FOSTER CITY SCHOOL DISTRICT

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June 30, 2020

Theresa Vallez-Kelly  
SMCOE Safe Routes to School  
Gateway Community School  
35 Tower Road  
San Mateo  
94402

### **Re: Grant Proposal for the San Mateo-Foster City School District Safe Routes to School**

Dear Ms. Vallez-Kelly:

We are pleased to submit this grant application for continuing the San Mateo-Foster City School District's **Safe Routes to School** Program. In the past, this program has had a significant impact in reducing the number of pedestrian and bike incidents in the areas surrounding our schools.

Although this year our safety education programs were not what we had planned, due to COVID-19 and sheltering in place, we are optimistic that our 2020-2021 school year will be different. We are hopeful that that bike safety and pedestrian assemblies will return (in some capacity with necessary safety measures included). In October, 2019, we were pleased to have included the SMFCSD's Children's Annex programs in our fall educational Bike Rodeos. Many of the participating students had never had the opportunity to ride a bike and we are proud that the YMCA's Y-Bike program was an available resource.

When we return to school in 2020-2021, it is our hope to continue to bring a powerful equity lens to our **Safe Routes to School** (SRTS) program through the use of Teacher Coordinators at school sites with the highest percentages of students who are language learners and socio-economically disadvantaged. We have found that the SRTS Coordinators at the school site they serve really help to increase the student and family participation at these school sites.

We are thankful for the support we have had with the Safe routes to School program and we are hopeful to continue this work.

Thank you in advance for your consideration.

Sincerely,

Suzi Riley  
Student Services Coordinator  
San Mateo-Foster City School District



SAN MATEO-  
FOSTER CITY  
SCHOOL DISTRICT

**SRTS 2020-2021 Grant Application Cover Sheet**

**District/School (1 point):** San Mateo-Foster City School District – All 18 Elementary School sites

**Project Title:** *Safe Routes to School* in the San Mateo-Foster City School District

**Project Abstract (50 words or less; up to 5 points):**

The **San Mateo-Foster City School District** supports the *Safe Routes to School* program designed to encourage students and families to engage in safely walking and biking to school. The SRTS program also benefits our larger district communities by promoting the use of environmentally sound transportation.

Non-Infrastructure Amount Requested: \$ 33,200

Infrastructure/Special Project Amount Requested: \$ N/A

**TOTAL Amount Requested:** \$ 33,200

**2019-2020 Grantee:** Yes No

**District/School Information:**

(If application is for a district, fill this out with district information.  
If it's for an individual school, fill it out with school information.)

<b>Number of Participating Schools:</b>	18
<b>Total Student Enrollment</b> - If you are applying as an individual school, the information you enter below is only for YOUR school. If you are applying as a district, please enter district information.	11,724
<b>Percentage</b> of English Language Learners – see page 3 of application for breakdown of percentages.	26.9%
<b>Percentage</b> of Students Eligible for Free and Reduced Lunch - see page 3 of application for breakdown of percentages.	29.4%
Identified SRTS Coordinator (not a principal) Yes or No	Yes

**Please do NOT fill out the information below.**

Required documents are in **bold** - \*at least one budget must be included

<b>Cover Sheet</b>		<b>Email from Superintendent</b>	
<b>Application Answers</b>		<b>Email from CFO</b>	
<b>Action Plan</b>		Letter of Support #1	
<b>Non-Infrastructure Budget*</b>		Letter of Support #2	
<b>Infrastructure/Special Project Budget*</b>		Letter of Support #3	
<b>Signature Page</b>			

Due to Shelter in Place, you do NOT need to obtain signatures. Please type in the names of the appropriate people and upload pdfs of emails from your superintendent and CBO giving permission to apply for the grant.

## SIGNATURES

Please obtain the required signatures and submit this page with the application.

SUPERINTENDENT NAME: Joan Rosas, Ed.D

SUPERINTENDENT SIGNATURE:



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CHIEF BUSINESS OFFICIAL NAME: Patrick Gaffney, CBO

CHIEF BUSINESS OFFICIAL SIGNATURE:



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PRIMARY GRANT APPLICATION CONTACT NAME: Suzi Riley

PRIMARY GRANT APPLICATION CONTACT SIGNATURE:



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SRTS COORDINATOR NAME (IF APPLICABLE): Suzi Riley

SRTS COORDINATOR SIGNATURE (IF APPLICABLE):



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NAME OF MAIN PROGRAM CONTACT IN THE EVENT OF STAFFING CHANGE:

PHONE NUMBER OF PROGRAM CONTACT : (650) 465-5691

EMAIL OF PROGRAM CONTACT : sriley@smfcsd.net



Suzi Riley &lt;sriley@smfc.k12.ca.us&gt;

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**SMCOE SAFE ROUTES TO SCHOOL GRANT PROPOSAL FOR 2020-2021**

1 message

**Suzi Riley** <sriley@smfc.k12.ca.us>

Tue, Jun 30, 2020 at 4:42 PM

To: Joan Rosas &lt;jrosas@smfc.k12.ca.us&gt;, Patrick Gaffney &lt;pgaffney@smfc.k12.ca.us&gt;

Cc: Suzi Riley &lt;sriley@smfc.k12.ca.us&gt;

Hello Joan and Patrick,

Thank you for signing our SRTS Grant Proposal today. Please see the full grant proposal attached. Also, I am including this email with the grant proposal so that the Grant team knows that you have approved our application.

Thank you for your help during this very busy time.

Suzi

**Suzi Riley** | Coordinator Student Services

San Mateo-Foster City School District

Phone: 650.312.7248 | Email: [sriley@smfcsd.net](mailto:sriley@smfcsd.net)

**SMFCSD -2020-2021 SRTS Grant Proposal.pdf**

1257K

## 2020-2021 Safe Routes to School Grant

### 1. Organization Information (School/School District/CBO) (up to 2 points)

First and Last name of primary contact person for this application:

Suzi Riley

Title of primary contact person:

Student Services Coordinator

Name of organization:

San Mateo-Foster City School District (SMFCSD)

Street Address: 1170 Chess Drive

City: Foster City, CA

Zip Code: 94404

Phone Number of primary contact person: (650) 312-7248

Email Address of primary contact person: [sriley@smfcsd.net](mailto:sriley@smfcsd.net)

### 2. School District/Organization

If **ALL** of the schools in your district will benefit from funding received, you may skip to “Parent Involvement.” If only **SOME** schools in your district will benefit from the funding, please list those schools below.

#### **Parent Involvement**

How involved are parents at the school(s) or district? (1 point)

☐ Not Involved

☐ Involved

☒ Very Involved

Additional information regarding parent involvement. (100 words or less; up to 3 points))

Overall, the San Mateo-Foster City parent community is very involved. Being the largest Pre-K –Grade 8 School District on the Peninsula, we are so excited to welcome every student and every family.

### Percentage of English Language Learners

Check one:

☐ 60% and above (5 points)

☐ 30% - 59% (3 points)

☒ 15% -29% (2 points)

☐ below 15% (1 point)

### Percentage of students eligible for free or reduced meals

Check one:

☐ 100% - 80% (5 points)

☐ 79% - 60% (4 points)

☐ 59% - 40% (3 points)

☒ 39% - 20% (2 points)

☐ 19% and below (1 point)

**Is your school district in a community of concern?** Use the link below to answer this question.

Yes ☐ (4 points)\*\*\*

No ☒ (0 points)

<http://opendata.mtc.ca.gov/datasets/74fa4916d67142c2b7ee213f221a97af>

To use this map, zoom in on your city to see if your school or district is in a community of concern.

If your school district is in more than one city and part of the district is in a community of concern, you may explain this, briefly, below.

The San Mateo-Foster City School District spans 7 miles and we have a wide range of students and families we serve. North Central San Mateo is an area of concern.

\*\*\*If you answered yes, please print or take a screen shot of your city on the community of concerns map and submit it with your application.

### Where Students Live (up to 2 points)

If you are applying as an individual school, the information you enter below is only for YOUR school. If you are applying as a district, please enter district information. If your district is large, use a representative sample of schools to enter an average for 5 - 6 schools.

Do the majority (50% or more) of students live less than one mile from the school? ☒ Yes ☐ No

Do the majority (50% or more) of students walk or bicycle to school? ☐ Yes ☒ No

### 3. Identified Coordinator

The most successful programs have a dedicated Safe Routes coordinator. Has your organization identified a Safe Routes to School coordinator for the 2020-2021 school year? (Check one.)

☒ Yes (2 point)

☐ No (0 points)

If you answered yes, please fill out the following information. If the identified coordinator is also the primary contact for this application (question #1), you do not need to fill out the information below.

**First and Last name/Title of the identified coordinator for 2020-2021 (1 point):**

Suzi Riley

**2020-2021 Coordinator's contact information (1 point):**

Email Address: [sriley@smfcsd.net](mailto:sriley@smfcsd.net)

Phone Number: 650-312-7248

If a coordinator has NOT been identified, by what date will a coordinator be identified (1 point)?

### 4. Safe Routes to School Experience/Challenges

#### **Safe Routes to School Experience**

Is there a Safe Routes to School program, task force or a transportation task force already in place for the school or district listed on this application?

☐ Yes (5 points)

If you answered "yes," who (titles only) is on this task force and how often do they meet?

We tried and scheduled for Spring 2020 but could not make things happen when COVID-19 struck.

☐ No (0 points)

#### **Ped/Bike Issues and Challenges**

Describe the current risks or obstacles to walking or biking to and from the school site(s) in your community. Include infrastructure issues and/or crime/violence on the route to school as well as any



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topographic/geographic and any other barriers that affect travel to school (i.e. along a major arterial/steep hills, unsafe intersections, etc.) (no more than 250 words: up to 5 points).

### Safe Routes to School Policies/Activities

Which of the following bicycle/walking policies and infrastructure are already in place at your school(s)/district? (Check all that apply.) (1 point each, up to 11 total)

Do you have...	Yes	Frequency
Safe Routes to School policies or infrastructure	•	Board Policies revised in November 2019
Designated pick up/drop off areas	•	At all schools and in use on a daily basis
Policies and procedures around pick up/drop off	•	At all schools and in use on a daily basis
Crossing guards	•	At most schools on a daily basis
Bike racks or designated bike parking	•	At most schools on a daily basis
Student safety patrol and/or kiddie valet	• (Varies by location)	Daily – North Shoreview and Bayside
Adult safety patrol and/or valet	• (Varies by location)	Daily – Many schools
Samtrans bus timed to school bells	• (Sometimes – In the past year Sam Trans have canceled routes to some MS locations)	Daily – Many schools
District policy supporting walking/biking	•	SRTS Board Policy and included in the Wellness Policy
Pedestrian flags at designated crosswalks	•	Daily at Highlands Elementary
Other (please specify)		

NONE of the above		
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Which of the following non-infrastructure activities/projects have been carried out by your school/district/organization? (1 point each, up to 12 points total)

Do you have...	Yes	No	Please indicate Frequency for each checked item.
Bike/ped safety assemblies/in class workshops for students	•		Fall Camp MS cancelled
Bike rodeos	•		All sites although majority cancelled due to global pandemic Held 5 Rodeos
Bike/ped safety assemblies/workshops for parents	•		Held two events
Walking/Biking encouragement events	•		Fall 2019
Student travel tallies	•		Bi-annually
SRTS parent survey	•		Annually - Fall 2019
Bike/ped related task force and/or committee meetings	•		By School request: Laurel Elementary Fiesta Gardens Baywood Elementary New FC school
Bike/ped route maps	•		On District website
Walking school bus	•		Walk to School Day(Biannual)
Walking Wednesdays		•	
Bike Train		•	
Other (please specify)	SRTS Information Fair for all 6 <sup>th</sup>		Sadly cancelled

	graders		
NONE of the above			

### 5. Funding (1 point)

Which of the following sources have funded your efforts to help your students walk and/or bike to school safely?

- ☒ SMCOE\_C/CAG SRTS grant
- ☐ Healthcare District Grant
- ☒ City Grant
- ☒ Active Transportation Program (ATP) Grant
- ☐ Metropolitan Transportation Grant
- ☒ School District Funds
- ☐ Office of Traffic Safety
- ☐ NONE of the above
- ☐ Other Grants (please specify)

### 6. Impact

How does/will Safe Routes to School impact your school/district and the surrounding community? (If you are applying for infrastructure and/or special project funding, include information on how this funding will impact your school/district.) (250 words or less; up to 4 points)

This funding would help continue educating students about how to walk and bike safely and encourage them to use active transportation methods while promoting the related health and environmental and community safety benefits. The funding would also help to increase parent SRTS-related education. An increase in parent education events would have the additional benefit of increasing opportunities to leverage parents at school sites to support SRTS activities, such as organizing walking school buses, possibly bike trains and more efficient car pools.

LIST community partners/city staff who will support your Safe Routes to School efforts and how you will engage them in your efforts. If you are a current or previous recipient of these funds, include information on how your partners have been involved in SRTS efforts at your school/district. (up to 3 points)

- San Mateo County Office of Education Safe Routes to School
- City of San Mateo – ongoing partnership with the Public Works Department – works with schools to implement non-infrastructure programs and improvements to increase drop-off and pick-up safety
- SM and FC Police Departments for supporting students walking and biking safely to school
- Foster City Parks and Recreation Department – support for encouraging active transportation and support for event days in the school community
- Peninsula YMCA to provide bicycle safety and pedestrian safety education

## 7. Equity

What equity issues exist in your school/district and how will receiving this grant help address those issues? If you are a previous or current recipient of this grant, include information on how SRTS funding has addressed equity issues in your district related to bike/ped safety and education. (250 words or less; up to 5 points)

Click [HERE](#) to read an article about how equity can be integrated into Safe Routes to School programming.

Throughout all of the SMFCSD Elementary Schools, all students, regardless of background, will receive and/or benefit from SRTS education, encouragement, and engineering. Students will participate in SRTS evaluation. Surveys and other parent communications will be available in Spanish as well as English. Schools will facilitate survey completion for families who need internet access support through paper copies or providing access to a school computer.

## 8. Project Type, Description, Budget & Action Plan

### **Project Type**

You may apply for non-infrastructure funding to support education and encouragement programs and/or



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SAN MATEO COUNTY  
**Transportation  
Authority**



infrastructure funding for small capital projects on the school property. If a small capital infrastructure project will take place near the school, on city property, a letter of support from the city must be included with the application. Non-infrastructure activities will be funded by C/CAG. Small capital infrastructure and special projects will be funded by the San Mateo County Transportation Authority.

### **Non-Infrastructure Projects**

Eligible projects will be school-based, non-infrastructure projects in San Mateo County categorized as education, encouragement, enforcement and evaluation.

Examples of non-infrastructure projects include development and implementation of programs and projects such as: walking school buses, school crossing guard training and equipment, encouragement programs, bicycle rodeos, bicycle trains, bicycle and walking route maps.

**Description of Non- Infrastructure Project – Include information on how this project will help increase number of students who walk or bike to school. (250 words or less; up to 5 points)**

Non- Infrastructure Projects for education will include continuing the bicycle safety education rodeo program and other education assemblies and events, including additional parent education. Support will also be provided to schools to continue or to develop walking school buses and positive safety patrol programs. Encouragement will continue through SRTS event participation with related safety education. Surveys provide information on areas of focus for evaluation. Our partnership with both cities PD and the Public Works Departments help with the engineering and project support. An equity lens is used for all SRTS activities, including offering of adaptive bicycles in education programs and bilingual communication with families.

### **Infrastructure and Special Projects**

Eligible projects will be school-based, infrastructure and/or special projects for San Mateo County schools. (A small capital infrastructure project may be near the school, on city property, with the city's permission and involvement.)

Examples of infrastructure and special projects include: walk audits, crossing guards, bike shed programs, murals with safety messages, bike blender and attachments, bike, scooter, skateboard racks, egress/ingress infrastructure, lighting, directional signs, electronic marquee, etc.

**Description of Infrastructure and/or Special Project. Include information on how it will help with bicyclist and pedestrian access or safety. (250 words or less; up to 5 points)**

### Action Plan (up to 5 points)

Outline your goals and proposed action steps and person(s) who will be responsible. Ideally, you will have at least one goal for most of the E's of Safe Routes to School. Click [HERE](#) to see an explanation of each E.

Click [HERE](#) for the action plan template. Please fill it out and include it with your application.

You may create your own action plan table as long as it contains the required information.

### Budget (up to 5 points)

Click [HERE](#) for the budget template. Fill it out and include it with your application.

Use the budget template to outline proposed project expenditures and turn it in with the grant application. You may create your own budget template as long as it contains the required information. **If you are applying for non-infrastructure and infrastructure/special project funding, please fill out a separate budget for each type of funding.**

## 9. Application Submission

By submitting this application, you certify that you have read and understand the terms of the call for projects as outlined in the [Call For Projects Letter](#).

### Naming Convention

All documents must be in pdf format using the following naming convention - District Name\_Name of Document. For example: BRSSD\_NonInfrastructure Budget.

If the application is for an individual school, the naming convention would be as follows - District Name\_School Name\_Name of Document. For example: JESD\_Tobias\_Letter of Support

### Signature Page (2 point)

Please print the names of the appropriate personnel on the signature page and submit it with the application. Please include emails from the district's superintendent and the district's business official giving permission to apply for this grant.

Click [HERE](#) for the signature page.

### Letters of Support

Letters of support are encouraged but not required. Two extra points will be awarded for each letter from community partners/city staff who will support the applicant's Safe Routes to School goals. Please submit no more than three letters.

If the grant application does not contain the following **required** items, it may not be considered for funding:

- [Cover Sheet \(provided\)](#) - up to 6 points
- Grant Application – answers to questions in sections 1 through 9
- Screenshot of map if your district is in a community of concern (see pg. 3)
- [Signature Page \(provided\)](#) - Fill out the signature page and turn in emails from CFO and Superintendent (see #9)
- [Action Plan \(template provided\)](#)
- [Budget \(template provided\)](#)
- Letters of Support (no more than three; suggested but not required.)

This is a competitive grant. Applications may be awarded up to 100 points (plus 2 extra points per letter of support (up to 3 letters may be submitted)). Please fill out all required information in the application.

The grant application is due on **Tuesday, 6/30/2020 by 5:00 pm**. Please use this link to upload the application – [https://www.surveymonkey.com/r/SRTS\\_20\\_21](https://www.surveymonkey.com/r/SRTS_20_21) Make sure everything is converted to PDF prior to submitting the application.

Office hours regarding the grant application will be held via video conference on Thursday, 5/28/2020 from 3:00 pm to 4:00 pm. If you would like to sign up for office hours, please click [HERE](#).

If you have any questions, email Theresa Vallez-Kelly – [tvkelly@smcoe.org](mailto:tvkelly@smcoe.org) All questions and answers will be posted here – <https://tinyurl.com/20-21SRTS>

# SMFCSD - SRTS Project Budget Sheet

Project : San Mateo-Foster City School District Safe Routes to School Program

Project Type:   x   Non-Infrastructure  
       Small Capital Infrastructure

Task List	Location	Budget
Task	18 Elementary Schools	\$30,000
Task	Provide Bicycle Safety education to all SMFCSD 4th grade students	
Task	Provide pedestrian and bicycle safety education through virtual or live performances and education assemblies	\$3,000
Task	When allowed, purchase incentives, supplies, and materials to encourage students to walk and bike to school and to support school safety patrol programs, walking school bus development, and distribution of educational materials	\$200
SUBTOTAL		33,200.00

# San Mateo-Foster City School District

## Scope of Work

### 2020-2021

Exhibit D

Grant funds may not be used until the Scope of Work has been completed and approved.

<b>Goal: Example:</b> 4 <sup>th</sup> grade students will learn and practice bike safety skills.					
Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Estimated Cost	
<i>Define each action step on its own row. Define as many action steps as necessary by adding rows to the table.</i>	<i>An expected completion date (month and year) must be defined for each action step.</i>	<i>An expected outcome must be defined for each action step.</i>	<i>A responsible person must be identified for each action step.</i>	<i>Add in estimated cost.</i>	
<b>Example:</b> Host bike skills training for all 4 <sup>th</sup> graders.	January 2021	4 <sup>th</sup> grade students will demonstrate how to ride their bikes safely.	District SRTS coordinator and vendor from approved vendor list	\$1,100 x 18 sites	
<b>Goal 1:</b> Educate students a about pedestrian and bicycle safety					
Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Estimated Cost	
1. Provide Bicycle Safety education to all SMFCSD 4th grade students	Spring 2021 thru June 2021	Fourth grade students will demonstrate Bicycle safety and knowledge (Education)	Grant Coordinator Elementary Principals	\$20,000	
2. Provide pedestrian and bicycle safety education through a live (or virtual) assembly for students at Equity-Focused schools that did not have a performance in 2020-2021	March 2021 thru June 2021	Students will demonstrate pedestrian and bicycle safety knowledge (Education)	Grant Coordinator Vendor from approved list Elementary Principals	\$3,000	
3. Provide parent workshops for traffic and pedestrian safety (Virtual)	August 2020 thru June 2020	Increased parent/family participation (Education)	Grant Coordinator Elementary Principals	\$0.00	
4. Virtually attend Safe Routes to School professional development opportunities	August 2020 thru June 2021	Increased SRTS knowledge and ideas (Education)	Grant Coordinator Elementary Principals	\$0.00	
<b>Goal 2:</b> Encourage more students to walk or bike to school					

REVISED: 06/26/2020

<b>Goal: Example: 4<sup>th</sup> grade students will learn and practice bike safety skills.</b>					
Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Estimated Cost	
1. Design and implement encouragement activities that will increase the number of students who walk or bike to school and decrease the number of cars coming to school when safe to do so and we return to an in-person school	August 2020 thru June 2021	Students will demonstrate an understanding of the importance of walking and biking to school or safely for exercise by participating in these activities (Encouragement)	Grant Coordinator Principals	\$200	
2. Purchase incentives, supplies, and materials to encourage students to walk and bike to school	August 2020 thru June 2021	Students will demonstrate an understanding of the importance of walking and biking to school by participating in these activities (Encouragement)	Grant Coordinator Principals		
3. Support and expand existing walking school buses (if possible) and assist in development in schools that are interested in starting one	August 2020 thru June 2021	Participating schools will demonstrate their involvement in the walking school bus activity and increase the number of schools participating (Encouragement)	Grant Coordinator Principals	\$0.00	
<b>Goal 3: Evaluate SRTS program implementation and effectiveness</b>					
Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Estimated Cost	
1. Conduct Safe Routes to School Survey (When/if available)	Fall 2020 thru June 2021	Students and families will participate in a SRTS survey (Evaluation)	Grant Coordinator	\$0.00	
2. Evaluate the success in achieving goals and the number of programs and events implemented at each school site (when possible)	August 2020 thru June 2021	An increasing number of SRTS ideas and participation (Evaluation)	Grant Coordinator	\$0.00	

**Goal 4: Assist with safety around and to and from schools**

Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Estimated Cost
1. Continue our partnership with the cities of San Mateo and Foster City to encourage all families to be safe pedestrians	August 2020 thru June 2021	Increased pedestrian, and bicycle safety citywide (Education)	Grant Coordinator	\$0.00
2. Support schools that have safety patrol programs and assist schools that are interested in starting one	August 2020 thru June 2021	Increased number of safety patrol programs pedestrian, and bicycle safety citywide	Grant Coordinator	\$0.00

**Goal 5: Improve the infrastructure around the schools to make it safer for students to walk or bike to school**

Key Action Steps	Timeline	Expected Outcome	Person/Area Responsible	Estimated Cost
1. Continue our partnership with Foster City and San Mateo Public Works Departments and work with the representatives to continue to see improved pedestrian and bike safety around schools with particular emphasis on our new school (Beach Park Elementary) under construction in Foster City (Engineering)	August 2020 thru June 2021	Increased partnerships with Foster City and San Mateo Public Works Departments and work with the representatives to continue to see improved pedestrian and bike safety around schools with particular emphasis on our new school (Beach Park Elementary) under construction in Foster City (Engineering)	Grant Coordinator with support from public works department representatives	\$0.00
2. Seek opportunities to secure funding sources for infrastructure improvements such as purchasing bicycle	August 2020 thru June 2021	Increased funding sources to build infrastructure improvements	Grant Coordinator	\$0.00

and skateboard racks	(Engineering)		
<b>Goal 6: Ensure that Safe Routes to School initiatives are benefiting all demographic groups, with particular attention to ensuring safe, healthy, and fair outcomes for students with disabilities, low-income students, Native American students, students of color, female students, LGBTQ students, students whose families speak a language other than English, and homeless students</b>			
<b>Key Action Steps</b>	<b>Timeline</b>	<b>Expected Outcome</b>	<b>Person/Area Responsible</b>
1. Ensure equity is considered when offering/promoting SRTS education.	August 2020 thru June 2021	A more equitable offering of SRTS activities in the SMFCSD (Equity)	Grant Coordinator
2. Provide SRTS surveys in Spanish and make copies available to families who do not have Internet access.	August 2020 thru June 2021	Greater participation from families throughout the District (Equity)	Grant Coordinator
			<b>Estimated Cost</b>
			\$0.00
			\$0.00

San Mateo-Foster City School District Safe Routes to School 2020-2021

Suzi Riley, Coordinator, Student Services

## Project Name

## Project Manager

Action	Responsible	Priority	Status	Start Date	End Date
Goal #1: Educate students a about pedestrian and bicycle safety				2020	2021
a. Provide Bicycle Safety education to all SMFCSD 4th grade students	Grant Coordinator	Education		Spring 2020	June
b. Provide pedestrian and bicycle safety education through live or virtual performances or assemblies	Grant Coordinator	Education		Winter 2020	June
c. Provide virtual parent workshops for traffic and pedestrian safety	Grant Coordinator	Education		Fall 2020	June
d. Attend (virtual or in person, when allowed) Safe Routes to School professional development opportunities	Grant Coordinator	Education		Fall 2020	June
Goal #2: Encourage more students to walk or bike to school					
a. Design and implement encouragement activities that will increase the number of students walking or biking to school and decrease the number of cars coming to school	Grant Coordinator	Encouragement		8/20	June

b. Purchase incentives, supplies, and materials to encourage students to walk and bike to school	Grant Coordinator	Encouragement	8/20	June
c. If possible, support and expand existing walking school buses and assist schools that are interested in starting one	Grant Coordinator	Encouragement	8/20	June
<b>Goal #3: Evaluate program implementation and effectiveness</b>				
a. Conduct Safe Routes to School Survey	Grant Coordinator	Evaluation	8/20	June
b. Evaluate the success in achieving goals and the number of programs and events implemented at each school site	Grant Coordinator	Evaluation	8/20	June
<b>Goal #4: Assist with enforcing the safety around schools</b>				
a. Continue our partnership with Foster City and San Mateo Police Departments and send out the joint traffic safety letter to all families	Grant Coordinator	Enforcement	8/20	June
b. Support schools that have safety patrol programs and assist schools that are interested in starting one	Grant Coordinator	Enforcement	8/20	June
<b>Goal #5: Improve the infrastructure around the schools to make it safer for students to walk or bike to school</b>				

<p>a. Continue our partnership with Foster City and San Mateo Public Works Departments and work with the representatives to use report findings and recommendations to improve the infrastructure around our schools - Particularly when our new school opens</p> <p>b. seek opportunities to secure funding for infrastructure improvements such as purchasing bicycle and skateboard racks</p>	Grant Coordinator with support from public works department representatives	Engineering	8/20	6/20
	Grant Coordinator	Engineering	8/20	6/20
<p><b>Goal #6: Ensure that Safe Routes to School initiatives are benefiting all demographic groups, with particular attention to ensuring safe, healthy, and fair outcomes for students with disabilities, low-income students, Native American students, students of color, female students, LGBTQ students, students whose families speak a language other than English, and homeless students.</b></p> <p>a. Ensure equity is considered when offering/promoting SRTS education.</p> <p>b. Provide SRTS surveys in Spanish and support families who may need additional assistance.</p>	Grant Coordinator	Equity	8/20	June
	Grant Coordinator	Equity	8/20	June

c. Consider recommendations from Get Healthy San Mateo County's pending equity report regarding increasing equitable access to SRTS and plan for recommendation implementation	Grant Coordinator	Equity
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8/20	June
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DEPARTMENT OF PUBLIC WORKS  
Brad B. Underwood, P.E., L.S., Director

330 W 20<sup>th</sup> Avenue  
San Mateo, CA 94403-1338  
Telephone: (650) 522 -7300  
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June 30, 2020

Theresa Vallez-Kelly  
SMCOE Safe Routes to School  
Gateway Community School  
35 Tower Road, San Mateo 94402


**RE: Grant Proposal for the San Mateo-Foster City School District Safe Routes to School**

Dear Ms. Kelly:

I am writing to express our support for the San Mateo-Foster City School District's (SMFCSD) Safe Routes to School Program grant proposal. The City of San Mateo strongly supports this program and will continue to partner with SMFCSD to promote Safe Routes to School.

The City of San Mateo and the San Mateo-Foster City School District share a commitment to provide a safe and healthy environment for students. SMFCSD'S proposed Safe Routes to School program would teach the youth who attend the 15 District schools within the City of San Mateo's jurisdiction to engage in safe bicycling and walking as part of development of a healthy lifestyle. The program will also benefit the larger community through promoting use of environmentally sound transportation.

Thank you for your time and consideration of San Mateo-Foster City School District's Safe Routes to School grant application.

  
Brad Underwood  
Director of Public Works



*City of Foster City*

**ESTERO MUNICIPAL IMPROVEMENT DISTRICT**

610 FOSTER CITY BOULEVARD  
FOSTER CITY, CA 94404-2222



May 13, 2019

Theresa Vallez-Kelly  
SMCOE Safe Routes to School  
Gateway Community School  
35 Tower Road  
San Mateo, CA 94402

Subject: LETTER OF SUPPORT FOR GRANT APPLICATION

Dear Ms. Kelly,

On behalf of the City of Foster City, I am writing in support of San Mateo-Foster City School District's (SMFCSD) Safe Routes to School grant application. The City of Foster City and SMFCSD will continue to partner to create safe routes to and from school for students.

The proposed SMFCSD Safe Routes to School program is important in teaching the students at the four Foster City SMFCSD schools about safe, active transportation methods. It is vital that the youth in Foster City know how to walk and bike safely in the community. Promotion of active transportation can also help to reduce congestion and air pollution, which can improve the quality of life and health of all residents of Foster City.

We urge your support for this proposal and thank you for your consideration.

Sincerely,

Norman Dorais, P.E.  
Director of Public Works/City Engineer

cc: Wini McMichael – SMFCSF