R-22- 110

**RESOLUTION NO. _____**

**A RESOLUTION AUTHORIZING THE MAYOR TO SUBMIT AN APPLICATION ON BEHALF OF THE CITY OF NORTH LITTLE ROCK FOR 2022 TRANSPORTATION ALTERNATIVES PROGRAM (TAP) GRANT FUNDS FOR THE RECYCLE BIKES FOR KIDS PROGRAM; AND FOR OTHER PURPOSES.**

WHEREAS, the North Little Rock City Council has previously authorized the Mayor to submit an application to obtain Transportation Alternatives Program (TAP) funds from the Arkansas Department of Transportation for the purpose of conducting biking and bike safety programs for the benefit of adolescents in the City (Resolution No. 9192, adopted April 10, 2017; and Resolution 9870, adopted June 22, 2020); and

WHEREAS, the Parks and Recreation Department ("P&R") proposes to continue to work with Recycle Bikes for Kids, a local non-profit corporation, to provide proper bicycle safety training for children and to promote biking as a healthy and positive activity for the children and youth of North Little Rock; and

WHEREAS, the City desires to reapply for TAP grant funds for conducting a biking and bike safety program for the benefit of adolescents of the City, and understands it will be responsible for a 20% local matching share if the TAP grant funds are awarded to and accepted by it.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH LITTLE ROCK, ARKANSAS:

Section 1: That the Mayor is hereby authorized to submit an application on behalf of the City of North Little Rock for grant funding from the Arkansas Department of Transportation's Transportation Alternatives Program (TAP) for a bicycle safety program for the benefit of the City's adolescents (see Grant Project Application attached hereto as Exhibit A).

Section 2: That this Resolution shall be in full force and effect from and after its passage and approval.

PASSED: APPROVED:

_____ _____

Mayor Terry C. Hartwick

SPONSOR: ATTEST:

Terry C. Hartwick

Mayor Terry C. Hartwick Diane Whitbey, City Clerk

APPROVED AS TO FORM:

Amy Beckman Fields, City Attorney

PREPARED BY THE OFFICE OF THE CITY ATTORNEY/kt

FILED 11:00 A.M. _____ P.M.

By Amy Fields GA

DATE 6-4-20

**Diane Whitbey, City Clerk and Collector**
**North Little Rock, Arkansas**

RECEIVED BY

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
# NON-INFRASTRUCTURE
## PROGRAM APPLICATION – FFY 2022

The Transportation Alternatives Program provides funding for programs and projects defined as transportation alternatives. Along with projects aimed at constructing pedestrian and other non-driver infrastructure, funding is also available for non-infrastructure programs to assist in encouraging the safe use of alternative transportation facilities. Examples include promotional educational material, bicycle/ pedestrian school curriculums, bicycle/pedestrian training and education, crossing guard programs, and walking school buses.

Agencies of city, county, state, or federal government and duly incorporated private/ non-profit agencies, who partner with local public agencies (LPAs), can apply for these funds if access to the project by the general public is provided throughout the life of the project.

A local sponsor must provide at least 20% of the eligible program costs. Federal funds from other sources cannot be used to match these funds. This is a reimbursable program, which means once the sponsor receives an official Notice to Proceed from the Arkansas Department of Transportation (ARDOT), up to 80% of the costs directly attributable to the project may be reimbursed. The local sponsor is responsible for maintaining records and proving that expenses are legitimate and directly related to the project. This may be in the form of receipts, time sheets, etc.

****Please Note:** A resolution from the Applicant's governing body is required to be submitted with the application. A draft resolution should have been downloaded with this application.

**DEADLINE for this application is Wednesday, June 1, 2022 at 4:00pm.**
Applications received after the deadline will not be reviewed or eligible for funding.

**If submitting this application via email (preferred), please remit to:**

LFPA@ardot.gov

Be sure to attach the application and all additional attachments when submitting the email. Your email Subject should include "2022 TAP Application" along with your Agency Name and the Program Name. If more than one email will be required due to file sizes, include phrasing such as "Email 1 of 2" in the Subject line.

EXHIBIT
A

**If submitting this application by mail or in person, please remit to:**

***Arkansas Department of Transportation***
***c/o Program Management Division***
***P.O. Box 2261***
***Little Rock, AR 72203-2261***

Enclose one copy of the application and all necessary attachments in a manila envelope with your Agency's name and the Program Name printed on the outside.

You should be able to fill out and save this form using Adobe Reader, a free software for download.
If you are having trouble, please contact:
Minghua Qiu Miller at (501) 569-2481 or Minghua.Qiu.Miller@ardot.gov

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
# NON-INFRASTRUCTURE
## PROGRAM APPLICATION -- FFY 2022

### General Information

Program Name: Recycle Bikes For Kids

Sponsor: North Little Rock Parks and Recreation

Applicant Agency Type: Local Government

If "Other":

Sponsor DUNS: 7 1 6 0 0 9 1 7 6

### Primary Contact

Prefix: Ms. Name: Melanie Gholson

Title: Program Manager

Organization: Recycle Bikes for Kids

Mailing Address: 717 E 10th St
Street Address and/or P.O. Box

North Little Rock (City) AR (State) 72114 (Zip Code)

Phone: (501) 563-8264 Fax:

Email: recyclebikesforkids@gmail.com

### Legislative Information

U.S. Representative District: 2nd

State Senator District: 30

State Representative District: 37
(for reporting purposes only)

### Program Priority

If submitting more than one application, what priority is this program?:

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
# NON-INFRASTRUCTURE
## PROGRAM APPLICATION -- FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

### Program Location

County: Pulaski

Metropolitan Planning Organization: Central Arkansas MPO (Metroplan) (CARTS)

Nearest Municipality:

If Applicable:

Beginning Latitude*: Ending Latitude*:

Beginning Longitude*: Ending Longitude*:

*Please use decimal degrees (i.e. 35.123456)

### Program Location Map(s)

Submit legible maps of the program location with this application. The map(s) should be good enough quality to be easily-reproducible and should include the following:

- The map should clearly show where the program will be located.
- North arrow
- Pertinent landmarks
- If appropriate, a Legend identifying any other items on the map (i.e. existing paths or sidewalks, etc.)

### Consultant Services

Consultant services are eligible expenses on non-infrastructure projects. To be eligible for reimbursement with Federal funds, consultants must be hired utilizing the Arkansas State Highway and Transportation Department's *Local Agency Consultant Selection Procedures after funds are awarded.*

These procedures may be downloaded from:
https://www.ardot.gov/divisions/consultant-services/consultant-services/

Examples of eligible consultant services are:

- the creation of planning documents
- the creation of bicycle/pedestrian-related school curriculum
- crossing guard training programs
- other bicycle/pedestrian training services

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
# NON-INFRASTRUCTURE
## PROGRAM APPLICATION – FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

## Program Category

**Check all boxes that apply to best depict your program.**

### Trails, Bicycles, and Scenic

| | |
|---|---|
| ☐ | Construction of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990 |
| ☐ | Construction of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs |
| ☐ | Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users |
| ☐ | Construction of turnouts, overlooks and viewing areas |

### Community Improvement Activities

| | |
|---|---|
| ☐ | Inventory, control, or removal of outdoor advertising |
| ☐ | Historic preservation and rehabilitation of historic transportation facilities |
| ☐ | Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and/or provide erosion control |
| ☐ | Archeological activities relating to impacts from implementation of another eligible transportation project |
| ☐ | Streetscaping, corridor landscaping, or junk yard removal and screening |
| ☐ | Other. Please explain: |

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
## NON-INFRASTRUCTURE
### PROGRAM APPLICATION -- FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

## Program Category

**Check all boxes that apply to best depict your program.**

### Environmental

| | |
|---|---|
| ☐ | Any environmental mitigation activity, including pollution prevention and pollution abatement activities |
| ☐ | Mitigation to address storm water management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff |
| ☐ | Mitigation to reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats |

### Safe Routes to School (SRTS) Projects

| | |
|---|---|
| ☐ | Infrastructure - Sidewalk improvements/traffic calming and speed reduction improvements, pedestrian and bicycle crossing improvements, on-street bicycle facilities, off-street bicycle and pedestrian facilities, secure bicycle parking facilities, and traffic diversion improvements in the vicinity of schools |
| ☐ | Non-infrastructure (anywhere) - public awareness campaigns and outreach to press and community leaders, student sessions on bicycle and pedestrian safety, funding for training, volunteers, and managers of safe routes to school programs |
| ☒ | Non-infrastructure (close to school) - traffic education and enforcement within approximately two miles of a primary or middle school (grades K-8), walking school bus |

### Recreational Trails Program (RTP) Eligible Projects

| | |
|---|---|
| ☐ | Permissible uses as listed in 23 U.S.C. 206. Maintenance and restoration of existing recreational trails, construction of new recreational trails, development and rehabilitation of trail side and trail head facilities and trail linkages, etc. |

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
## NON-INFRASTRUCTURE
### PROGRAM APPLICATION -- FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

## Application Questions

1. What is the purpose of this program? (2000 character limit)

Recycle Bikes for Kids' mission is to give free bikes to kids, provide adults the opportunity to earn a bike, and to support bike infrastructure and education in our community. Through this mission, we promote biking as a healthy and positive activity for youth living in Little Rock and North Little Rock.

Participants in our program will learn about protective gear and safety skills essential to navigating the road responsibly. They will spend time in the Recycle Bikes for kids shop to learn basic bike maintenance skills and use of hand tools. Our goal is to provide youth the confidence and skills needed to safely use bikes as an alternative to cars in their daily lives—going to and from school, local parks, and spending time with family.

Our program aims to develop a generation of healthy, responsible citizens who are also safe cyclists. We want to empower participants to feel confident commuting on their bicycles, and encourage sustainable alternatives to car transportation.

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
## NON-INFRASTRUCTURE
### PROGRAM APPLICATION -- FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

## Application Questions (cont.)

2. If a planning process has been utilized to develop this program, please describe what actions were performed (i.e. public involvement/outreach, establishment of need and demand, review process, etc.) (600 character limit)

Recycle Bikes for Kids was founded in 2008, and has a 14-year track record of serving the children and families of North Little Rock. We work with numerous community partners, including schools, churches, social service organizations, and law enforcement to connect youth with bicycle resources.Our Program Manager is a Certified Instructor with the League of American Bicyclists and has experience with delivering smart cycling curriculum and safety instruction. Our Board of Directors participates in the annual Bicycle and Pedestrian Count, where we gather data about cycling trends and needs.

3. Please describe how this program will benefit the affected community(ies). If this is a Safe Routes to School (SRTS) eligible program, include what schools will benefit. (400 character limit)

Recycle Bikes for Kids gives out an average of XX bikes per year, and the recipients of those bikes reside in every zip code in Central Arkansas. We propose a continuation of our 2021 SRST Program, in partnership with Boone Park Elementary. We worked with over 150 youth in 2021, and believe partnering with the same school again will build on the foundation of skills and confidence already learned.

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
## NON-INFRASTRUCTURE
### PROGRAM APPLICATION -- FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

## Application Questions (cont.)

4. If this is a SRTS targeted non-infrastructure program, describe how it pertains to the 5E's (Education, Encouragement, Engineering, Enforcement, and Evaluation).

4a. How does this program Educate the target audience? (400 character limit)

In addition to the bike education we regularly provide at our brick and mortar workshop, we will perform outreach to Boone Park Elementary with a focus on road safety and basic bicycle maintenance. Students will build on the lessons learned in 2021 to practice safe riding skills, and receive hands-on instruction on bike repair using bikes provided by the Recycle Bikes for Kids shop.

4b. How does this program Encourage behavior? (400 character limit)

Recycle Bikes for Kids promotes a safety-mindset, independence, problem-solving, and resourcefulness in lesson plans with youth in the program. Our Program Manager has an established relationship with teachers, administrators, and students at Boone Park Elementary, and will provide outreach on a regular basis to the school. This consistency will promote biking as a routine part of students' lives.

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### PROGRAM APPLICATION -- FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

## Application Questions (cont.)

4c. Is this program centered around the use of existing infrastructure? If not how will future Engineering improvements inspire behavior?
(400 character limit)

This program will center on the use of existing infrastructure in North Little Rock. We will make use of roads and trails in North Little Rock, including the Arkansas River Trail and routes to North Little Rock High School. We will also practice safety riding skills on the campus of Boone Park Elementary and in front of the Recycle Bikes for Kids shop.

4d. If Enforcement is a component of this program, how will safety be assured?
(400 character limit)

Safety is a top priority at Recycle Bikes for Kids, and is integrated into every aspect of our program. We will provide students with properly fitted helmets that they will be required to wear during every drill and ride. We will also provide reflective wear and bike lights, and instruct students in road safety protocol to be enforced on every ride.

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### PROGRAM APPLICATION -- FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

## Application Questions (cont.)

4e. How will the practice of the previous E's be Evaluated or monitored? How will you determine if this program has been successful? (400 character limit)

We will identify students that will most benefit from this program, educate them on road safety and bike maintenance, and reinforce lessons with hands-on demonstrations, drills, a road test, and group rides. The program will be successful if all participants pass a series of skills checks and a road test to League of American Bicyclist standards. We will also record sessions to assess success.

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
# NON-INFRASTRUCTURE
## PROGRAM APPLICATION -- FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

## Program Estimate

This form is limited to 20 items. If you will have more than 20 items, please utilize the provided Excel Sheet to submit the Program Estimate.

| | Item of Work | Quantity | Units | Unit Cost | Item Cost |
|---|---|---|---|---|---|
| 1 | Program Manager Time | 1 | | $13,435.00 | $13,435.00 |
| 2 | Shop Assistant Time | 1 | | $4,000.00 | $4,000.00 |
| 3 | Shop Equipment | 1 | | $3,000.00 | $3,000.00 |
| 4 | Bike and Safety Supplies | 1 | | $4,500.00 | $4,500.00 |
| 5 | Program Materials | 1 | | $500.00 | $500.00 |
| 6 | Shop Overhead | 1 | | $4,500.00 | $4,500.00 |
| 7 | League of American Bicyclist Members | 1 | | $65.00 | $65.00 |
| 8 | | | | | |
| 9 | | | | | |
| 10 | | | | | |
| 11 | | | | | |
| 12 | | | | | |
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| 17 | | | | | |
| 18 | | | | | |
| 19 | | | | | |
| 20 | | | | | |

| | |
|---|---|
| Total Estimated Program Cost | $30,000.00 |
| Requested TAP Funds | $24,000.00 |
| | Maximum = $500,000 |
| Local Match (20% minimum) | $6,000.00 |
| % Federal (80% maximum) | 80% |

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
# NON-INFRASTRUCTURE
## PROGRAM APPLICATION -- FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

## Funding

### Matching Funds

What is the source of the funds that will be used to match the federal funds (e.g. sales tax, turnback, bonds, etc.)? Please note that federal funds cannot be used to match TAP funds. (100 character limit)

North Little Rock Parks and Recreation Department Food and Lodging tax

### Project Scalability

If the entire requested amount of funding is not available and only partial funding is received, will the sponsor still be able to move forward with this program by either providing the additional funding or reducing the scope of the program?

(•) Yes ( ) No

### Previous Federal Funding

If this program is in support of a project that has received Federal TAP or RTP funds previously, please describe the current status of the project(s). (500 character limit)

We successfully completed a SRTS Program in 2019 and 2022. We have partnered with North Little Rock High School and Boone Park Elementary, serving over 150 youth in total. Each year, we distribute bikes and safety gear to all participants and conduct safety training, bike maintenance workshops, and do group rides. Our most recent program with Boone Park Elementary has been wildly successful, despite the challenges of the pandemic, and we are excited to continue that success in 2022.

This Space for ARDOT Use Only

# ARKANSAS
# TRANSPORTATION ALTERNATIVES PROGRAM (TAP)
# NON-INFRASTRUCTURE
## PROGRAM APPLICATION -- FFY 2022

Sponsor: North Little Rock Parks and Recreation

Program Name: Recycle Bikes For Kids

## Sponsor Authorization and Certification

To be completed by the chief executive officer (Mayor, City Manager, County Judge, Superintendent, President, etc.)

**By checking the box below, I attest that the information contained in this application is truthful and correct to the best of my knowledge and that the provision of false or misleading information can lead to the withdrawal of Transportation Alternatives Program funding. I do hereby certify that I will comply with all federal, state, and ARDOT regulations for submittal of plans and specifications. Additionally, I certify that local matching funds are available for the program.**

☒ **I AGREE**

## Authorized Signatory:

| | | | |
|---|---|---|---|
| Prefix: | Ms. | Name: | Melanie Gholson |
| Title: | Program Manager | | |
| Mailing Address: | 717 E 10th St<br>Street Address and/or P.O. Box | | |
| | North Little Rock<br>City | AR<br>State | 72114<br>Zip Code |
| Phone: | (501) 563-8264 | Fax: | |
| Email: | recyclebikesforkids@gmail.com | | |

**ARKANSAS DEPARTMENT OF TRANSPORTATION**
**NOTICE OF NONDISCRIMINATION**

The Arkansas Department of Transportation (Department) complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Department does not discriminate on the basis of race, sex, color, age, national origin, religion (not applicable as a protected group under the Federal Motor Carrier Safety Administration Title VI Program), disability, Limited English Proficiency (LEP), or low-income status in the admission, access to and treatment in the Department's programs and activities, as well as the Department's hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Department's nondiscrimination policies may be directed to Joanna P. McFadden Section Head - EEO/DBE (ADA/504/Title VI Coordinator), P. O. Box 2261, Little Rock, AR 72203, (501)569-2298, (Voice/TTY 711), or the following email address: joanna.mcfadden@ardot.gov.

Free language assistance for Limited English Proficient individuals is available upon request.

This notice is available from the ADA/504/Title VI Coordinator in large print, on audiotape and in Braille.