



CITY OF ORLANDO

Grants & Financial Assistance Approval Form

	Authorized Approver	Signature	Date
*1	Legal Advisor	Approved By:	1/7/16
Email form to Grants Development Supervisor to continue approval process in Workday (effective 3/19/2014).			
*Department Directors may provide signature on paper above <u>OR</u> wait to approve from Workday inbox.			

Following are the financial, programmatic, legal and procurement considerations for your review:

Today's Date: 01/07/2016	City Council Date: 01/25/2016	Application Deadline: 01/21/2016
Name of Grant: 2016 Bike Florida Share the Road Challenge Grant		
Sponsor: Bike Florida		
Short description of the project or program that will be pursued with grant funding: The Parramore community is one of the more economically challenged neighborhoods in the City and there is a need to serve residents with a more viable bikeway network. One important aspect of this project is the Parramore Community School that will handle an estimated 1,211 students, medical clinic, and a Boys and Girls Club. The existing bicycle infrastructure within the Parramore neighborhood consists of bicycle lanes along three (3) main corridors. To further enhance the existing bicycle infrastructure there is a need to improve the existing corridors with pavement markings that provide a higher visibility for cyclists from motorists.		
Short description of the problem or need for the project or program: The proposed resurfacing of Westmoreland Drive from Gore Street to Amelia Street provides a direct link to the new Parramore Community School. By installing green pavement markings to the resurfacing project will provide a more defined and visible north/south bicycle route for residents and students cycling through the Parramore neighborhood. The overall goal of the project is to increase the bikeability of the neighborhood while providing a safer connection to the Parramore Community School.		
Anticipated timeline of project or program: Summer 2016		
Name of Initiating Department/Division/Office: EDV/Transportation Planning		
GOC Liaison Name: Lusbeth Perez	Telephone #: 3309	
Programmatic Considerations	Indicate Response Here	
1. How does the proposed project align with City's priorities and department's core services?	The proposed project increases the safety and convenience of bicycling in the City of Orlando.	
2. Does the proposed project provide or expand essential services to address critical needs?	The proposed project addresses the critical need of providing a safer environment for students and residents who bike on Parramore Avenue.	
3. Does the proposed project impact other City departments?	The proposed project will impact the Public Works Department who is aware of and support the submission of this grant application.	
4. Does the applying department have the capacity to manage this project?	Yes, the Economic Development and Public Works Departments have the capacity to manage this project.	
5. Does the applying department have the capacity to fulfill the financial and administrative requirements of the grant?	Yes, the Transportation Planning Division has the ability to fulfill the financial and administrative requirements of the grant.	

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6. Is this a collaborative effort with an external organization?	No
Financial Considerations	Indicate Response Here
1. What is the total anticipated project cost?	\$25,000
2. How much does the Department anticipate receiving from the grantor? If not receiving cash, include the value of property, equipment, or services.	The Economic Development Department anticipates receiving \$12,500 from the grantor in cash.
3. What are the match requirements and funding source(s)?	This is a 100 percent matching grant proposal. Applicants must match at least 75 percent of the grant in cash. Up to 25 percent of the match may be in the form of in-kind services and supplies.
4. If applicable, identify the amount and funding source(s) that support the remainder of the project or program cost.	The match from the grant application will come from the Bicycle Plan Implementation Project. TSP0013_P
5. Will the grant be used to fund salaries, wages or benefits and other associated personnel costs?	No.
6. Will the receipt of this grant cause the City to incur additional or future operating costs?	No.
7. What is the CIP number and/or financial project number associated with this project?	A financial number has not been assigned at this point.
8. Will this program generate revenue?	No. Creating a more bikeable community decreases the strain on the adjacent roadway network thereby increasing the lifecycle of the asphalt, which leads to a decrease in maintenance costs.
9. Is supplanting allowed?	No.
10. Does the grantor require any special ways to manage the receipt of grant funds?	No.
11. Does the grant require continuation of the project or program beyond the grant period of performance?	The grantor requires some data collection and monitoring, which will be the responsibility of the Transportation Planning Division.
Legal Considerations	Indicate Response Here
1. Provide a short description of unique contract requirements that the City Attorney needs to be made aware of, or needs to clarify for the Department before the Department applies for the grant.	There are no unique contract requirements regarding this grant application.
2. Does submitting the grant application obligate the City to accept the award? (Yes/No)	No.
Procurement Considerations	Indicate Response Here
1. Provide a short description of any special procurement requirements that need to be disclosed and evaluated at the time of application.	No.
2. Does the receipt of the grant involve the lease or purchase of real estate? If so, please describe the real estate need and add the Real Estate Division Manager as an impacted department director, by adding a row under the first department director in the transmittal sequence on page one of this form.	No.

Workday Required Data

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Proposal ☐ Award ☐

Sponsor (Grantor):	Bike Florida
Flow Through Sponsor:	
CFDA #:	
CFDA Name:	
Start Date:	7/1/16
End Date:	7/1/17
Grant Type (Cost Reimbursable, Fixed Amount, Prepaid):	Cost Reimbursable
Award Amount:	\$12,500
Match %:	100
Match Amount:	\$12,500