



Safe Routes to School MICHIGAN SAFE ROUTES TO SCHOOL MINI GRANT APPLICATION

Please review the [Mini Grant page](#) on the SRTS Michigan website for additional information and resources.

Applications are due by 5:00 pm on March 7, 2025. Please make sure that all documents are submitted to the website.

SECTION A: GENERAL INFORMATION

Name of Applicant Organization	
Applicant Fiduciary (must be a school district, municipality, or non-profit organization)	
Has your organization been funded by MFF in the past? If so, when, amount, and what program?	
Project Lead Contact Name and Title	
Street Address	
City, ZIP Code	
Phone	
E-mail Address	

SECTION B: SCHOOL INFORMATION SHEET

(PLEASE BE SURE TO REGISTER ALL SCHOOLS AT SAFEROUTESMICHIGAN.ORG)

	School One	School Two	School Three	School Four	School Five
School name					
School mailing address					
Principal name					
Grades served					
Phone number					
Number of enrolled students					

For Additional Schools, please provide **Attachment B** in your application package. This document is found on the mini grant web page.

SECTION C: REQUIREMENTS CHECKLIST

Please check each box to verify that you agree with the statements below.

- All schools are registered with the MFF SRTS program at the time this application is submitted (<https://saferoutesmichigan.org/register-your-school/>). If you are a past registrant, please keep your information current, especially the reporting of Title I statistics.
- Program incorporates active transportation on **routes between home and school** for students in grades K-12.
- Program is planned to be implemented throughout the 2025-26 school year.
- Programs must incorporate equity needs of students with disabilities, low-income families, and currently/historically disadvantaged populations. If you are not certain as to how to modify programming, please contact Erin Paskus (epaskus@michiganfitness.org) or review resources at <https://saferoutesmichigan.org/students-with-disabilities/> and <https://www.saferoutespartnership.org/resources/publications/equity>.
- School principals and program fiduciaries agree to all contracting and reporting requirements. **Awards are on a reimbursement basis**; more [information on reporting materials is available](#).
- The proposed budget abides by the funding limits, as listed on the mini grant webpage.

SECTION D: PROGRAM DESCRIPTION

1. Purpose Statement: Describe the purpose for your application and discuss any barriers to safe and active transportation in your school/district/community or issues encountered that your program is designed to address. (1500-character limit)

2. Solution: Using the SRTS principles of Education and Encouragement, discuss the activities that you plan to accomplish with the Mini Grant, who will help in the implementation (both from the lead fiduciary organization and outside supporting stakeholders the fiduciary will work with), and how frequently the activity will occur throughout the year. (**e.g., walking school bus, mileage clubs, student-led safety initiatives, etc.**). (3000-character limit)

Education:

Encouragement:

3. Equity: Identify specific activities that will highlight the SRTS principle of Equity and the needs of students with disabilities, low-income families, and currently/historically disadvantaged populations.

a. Identify sub-segments of the student population in your school(s)/community(s), (such as students with disabilities, low-income families, and currently/historically disadvantaged populations) that may have additional or specific barriers to participation. (600-character

Equity:
a) limit).

b. Identify specific activities and aspects to your programming proposal that will make the inclusion of the above student populations more accessible and meet their needs. (1500-character limit).

Equity:
b)

4. Describe past efforts done with fitness or active transportation programs. How you have addressed potential low-participation levels? (1500-character limit)

5. Evaluation: This grant requires the acting program coordinator to [collect evaluation information](#), such as report basic participation numbers with any activities completed and quarterly progress reports. Please explain if you intend to administer additional evaluation. What data will you aim to collect and who will be responsible for doing so? (1500-character limit)

Evaluation:

SECTION E: PROGRAM TEAM MEMBERS AND SUPPORTING STAKEHOLDERS

Members of a local SRTS team should include key stakeholders from the school and community to plan and implement a successful program. Members could include local champions, teachers, principals, district transportation staff, municipal employees, elected officials, public health professionals, parents, students, general community members, law enforcement, or any other relevant partners. Please indicate the names of your team members and how they will participate in the implementation of the program.

Team Member Name:	Team Member title and affiliated organization (school, parents, trail association, etc.):	How will this team member contribute to implementation of the program?
	Program Coordinator (Required)	
	School District Contact (Required)	
	Fiduciary Contact (Required)	

SECTION F: ORGANIZATIONAL BANDWIDTH AND SUSTAINIBILITY

1. Describe previous grant-funded projects your organization has completed and your experience in delivering projects within budget and in a timely manner. (1500-character limit)

2. What methods will you (the programming fiduciary and/or the organization implementing programming) use to embrace the SRTS principle of Engagement to seek and involve a diverse group of supporting stakeholders and contributors, both internal and external,...
- a. In terms of how you will achieve the intended activities and program components during initial funding. (1500-character limit)

- b. In term of how you will institutionalize and sustain programming beyond the initial funding. (1500-character limit)

SECTION G: BUDGET AND SIGNATURE ATTACHMENTS

1. Budget spreadsheet
2. Principal/School administrator signatures