

**MICHIGAN DEPARTMENT OF TRANSPORTATION
SAFE ROUTES TO SCHOOL (SRTS) PROGRAM
MINI-GRANT FUNDING AWARD SUMMARY**

Applicant: XYZ Public Schools

Recipients: Ash Elementary School, Cedar Middle School, Pine High School

Fiduciary: XYZ Public Schools

Project Numbers: 2023092

Recommended Funding Award: \$43,743.49

Line 1 Items Non-Personnel Budget	Unit	# Of Units	Unit Cost	Total Cost
A. Adult Safety Vests – WSB Branded	each	75	\$12.50	\$937.50
B. Youth Safety Vests – WSB Branded	each	100	\$8.99	\$899.00
C. Misc. Small Prizes/Incentives	each	750	\$5.00	\$3,750.00
D. Marketing & Printing Costs (flyers, handouts, online marketing, etc.)	each	1	\$500.00	\$500.00
E. Signup Genius Annual Membership	each	1	\$107.89	\$107.89
F. Police Officer Bike Rodeo Speaking Fee	each	2	\$200.00	\$400.00
G. U shaped Bike racks (fits 2 bikes per rack – purchase 10 racks to raise bike capacity by 20)	each	10	\$229.00	\$2,290.00
H. Bikes for after-school bike curriculum – 10 bikes for each school	each	30	\$215.00	\$6,450.00
I. Helmets for after-school bike curriculum	each	150	\$25.00	\$3,750.00
I. Meeting & Event Supplies to support bike rodeos and community outreach initiatives	each	4	\$1,00.00	\$4,000.00
Total Line 1 Non-Personnel Budget \$23,083.89				
Line 2 Personnel Budget				
A. Program Coordinator: coordinates the program, reporting, policies and procedures, communications, supervises the volunteer coordinator - \$20/hr based on 40 work weeks at 12 hrs/week adjusted to include FICA/Retirement Rates	hours	480	\$24.77	\$11,899.60
B. Volunteer Coordinator: coordinates, trains, schedules the volunteers - \$15/hr based on 28 work weeks at 10 hrs/week adjusted to include FICA/Retirement Rates	hours	280	\$20.67	\$5,787.60
C. After-school Bike program teacher: teaches bike skills during after-school bike curriculum - \$20/hr based on 40 work weeks at 3 hs/week adjusted to include FICA/Retirement Rates	hours	120	\$24.77	\$2,972.40
Total Line 2 Personnel Budget \$20,659.6				
Total Mini-Grant Budget Award				\$43,743.49

Mini-Grant Special Requirements

1. Some of the budget items may have been edited to enable them to be eligible for funding.
2. All education and encouragement (incentive) items must be on the Michigan Fitness Foundation 2024 list of recommended education and encouragement items. If different items are needed, pre-approval must be secured from the Michigan Fitness Foundation prior to ordering, or reimbursement will be denied.
3. Evaluation requirement: As part of this funding award, Ash Elementary, Cedar Middle School, and Pine High School are required to complete the Participation Log and submit with the Progress Report when invoicing for reimbursement.
4. Upon completion of the award, the Coordinator (or Contact Person) is required to complete the Mini-Grant Closeout Survey.

10/1/2024