



Promoting Active Communities Award Application

Michigan's Promoting Active Communities (PAC) assessment and award application is available for online completion and submission at www.mihealthtools.org/communities. To be considered for the PAC award, the application must be completed and submitted online. However, communities may find this print version of the application useful for previewing the assessment before they register or for collecting data, which can then be transferred to the online application.

This print version includes all the PAC assessment questions and is similar but not identical to the online version. When you complete the questions online, the computer provides assistance. For example, the online assessment displays relevant questions based on your previous answers automatically, performs all calculations for you, checks to make sure all questions are answered, and checks for inconsistent or illogical information. Community population and geographic information is also provided with the online version along with links to numerous online resources to assist your community in completing the assessment and obtaining ideas for ways to make your community more conducive to active living. Additionally, scorecards are provided on the online application; each time you enter data and save, the scorecard is updated.

Please note the following on this print version:

- Instructions for skipping/answering questions and calculation instructions are provided in red. (These functions are performed automatically with the online version.)
- Terms that you can find in the Promoting Active Communities glossary located at the PAC website are in **bold face** in the print version. In the online version, these appear in bold blue letters throughout the application. All you need to do is click on the word and the definition will appear.
- Icons in the print version represent links to the ***Design Guidelines for Active Michigan Communities***  and Promoting Active Communities Resource Guide . In the online version, these links are active. When you click, the link will take you to the Design Guidelines or Resource Guide where you can learn more about the topic referenced in the question, section or subsection.

All Michigan communities are eligible to apply for the Promoting Active Communities award. Communities that achieve an award are recognized at an annual event. Look at the PAC website Frequently Asked Questions for this year's award application deadline (www.mihealthtools.org/communities/default.asp?tab=faqs).


For more information, please visit the Promoting Active Communities website at www.mihealthtools.org/communities. Or contact Sarah Panken at slpanken@michiganfitness.org or 517-908-3822.

SECTION 1: COMMUNITY PLANNING

In this section, we ask if your community's planning documents, priorities, and funding reflect commitments to health, recreation, and/or **active living**. To complete Section 1, you may need to talk with your community planning director, planning and zoning officer, town clerk, township supervisor, regional transportation authority, and/or city manager.

Questions with a (CSI), (CSP), or (CSP&I) notation at the end are included in the Complete Streets Score.

Note: If you have questions about any aspect of the assessment, please contact Sarah Panken (via email at slpanken@michiganfitness.org or via phone at 517-908-3822).

Learn more! Follow the  and  links.

Community Commitment to Active Living

1.1 Has your community's governing body (for example, your city or village council, or township board) formed a standing citizens' advisory group, **non-motorized transportation advisory group**, or health coalition that is working to *increase, improve and/or promote opportunities* for active living such as walking, biking, or recreation in your community? (CSI)

Yes No

1.1a. **[Answer if Yes to 1.1]** Who is the leader or chairperson of that group?

Name:

Organization:

Title:

Email:

Phone:

1.2 Has your community's governing body (for example, your city or village council, or township board) assigned a staff person to be specifically responsible for pedestrian and/or bicycle transportation options? (CSI)

Yes 1 pt No 0 pt

1.2a. **[Answer if yes to 1.2]** Who is that person?

Name:

Organization:

Title:

Email:

Phone:

Community Planning Documents



1.3 Does your community have a:

	Yes	No
a. Master Plan and/or Parks and Recreation Plan	<input type="radio"/>	<input type="radio"/>
b. Regional Transportation Plan	<input type="radio"/>	<input type="radio"/>
c. One or more of the following: Non-motorized Transportation Plan, Bicycle Master Plan* and/or Pedestrian Master Plan**	<input type="radio"/>	<input type="radio"/>

***Bicycle master plan:** A document created to establish ways to include biking facilities in a city's transportation plan. Bicycle master plans usually cover ways to plan and design bicycle route networks, create bicycle parking, provide bicycling amenities such as showers and clothing lockers (usually with landowners' assistance), maintain the route network, offer bicycle safety programs, promote bicycling in the city, and obtain the funds to implement these items.

****Pedestrian master plan:** A city- or township-wide plan developed to address the needs of pedestrians. Commonly these plans inventory existing pedestrian facilities and conditions (e.g., identify areas missing sidewalks or places with previous pedestrian-automotive accidents), create a priority list for public investment in infrastructure improvements, and implement the plan through a capital improvements program and the adoption of pedestrian supportive regulations or actions (e.g., creating pedestrian oriented design guidelines). Overall goals of such a plan can include enhancing mobility and physical activity for persons of all age and socioeconomic groups, increasing the use of non-motorized forms of transit, and enhancing environmental quality (i.e., air and water quality).

If yes, to 1.3a, answer 1.3a.1 through 1.3a.5:

1.3a.1 You indicated your community has a Master Plan or a Parks and Recreation Plan or both. Which answer best describes your Master Plan and Parks and Recreation Plan?

- We have a Master Plan , but not a Parks and Recreation Plan
- We have a Parks and Recreation Plan, but not a Master Plan
- We have both types of plans but they are separate documents
- We have both types of plans combined into one document

1.3a.2 When was your Master Plan last updated? (If your community does not have a Master Plan, answer for your Parks and Recreation plan.)

Year:

1.3a.3 Is there a budget, cost estimates or **capital improvement plan** (CIP) connected to your Master Plan and/or Parks and Recreation Plan?

- Yes
- No

1.3a.4 Is there a timetable for implementation of your Master Plan and/or Parks and Recreation Plan?








- Yes
- No

1.3a.5 Are your Master Plan and/or Parks and Recreation Plan being followed?

Note: This means some elements of the plan have been implemented or there are budget allocations or contracts in place for implementing certain elements.

- Yes No

1.3a.6 Do either your Master Plan and/or Parks and Recreation Plan support the following active living concepts:

	Yes	No
a. Creating and maintaining a comprehensive network of safe walking routes in your community(CSP) 	<input type="radio"/>	<input type="radio"/>
b. Creating and maintaining a comprehensive network of safe bike routes in your community(CSP) 	<input type="radio"/>	<input type="radio"/>
c. Protection of open spaces and natural resources	<input type="radio"/>	<input type="radio"/>
d. Mixed use (mixing of residential and commercial land in the same area) 	<input type="radio"/>	<input type="radio"/>
e. Providing shared public places 	<input type="radio"/>	<input type="radio"/>
f. Designing attractive downtown areas or village centers 	<input type="radio"/>	<input type="radio"/>
g. Creating a network of parks 	<input type="radio"/>	<input type="radio"/>
h. Maintaining and increasing the amount of shared-use paths and trails 	<input type="radio"/>	<input type="radio"/>
i. Providing recreation facilities for people of all ages and all abilities 	<input type="radio"/>	<input type="radio"/>
j. Creating greenways between parks, open spaces and outdoor recreation areas 	<input type="radio"/>	<input type="radio"/>
k. Improving access to public transportation(CSP) 	<input type="radio"/>	<input type="radio"/>
l. Ensuring that parks, shared-use paths/trails and open spaces are within walking distance of most homes, especially affordable housing 	<input type="radio"/>	<input type="radio"/>

If yes, to 1.3b, answer 1.3b.1 through 1.3b.4:

The following questions pertain to your community's Regional Transportation Plan.

1.3b.1 When was your Regional Transportation Plan last updated?
Year:









1.3b.2 Is there a timetable for implementation of your Regional Transportation Plan?
 Yes No

1.3b.3 Is your Regional Transportation Plan being followed?

NOTE: This means some elements of the plan have been implemented or there are budget allocations or contracts in place for implementing certain elements.

Yes No

1.3b.4 Does your Regional Transportation Plan support the following active living concepts:

		Yes	No
a. Creating and maintaining a comprehensive network of safe walking routes in your community (CSP)		<input type="radio"/>	<input type="radio"/>
b. Creating and maintaining a comprehensive network of safe bike routes in your community (CSP)		<input type="radio"/>	<input type="radio"/>
c. Protection of open spaces and natural resources		<input type="radio"/>	<input type="radio"/>
d. Mixed use (mixing of residential and commercial land in the same area)		<input type="radio"/>	<input type="radio"/>
e. Providing shared public places		<input type="radio"/>	<input type="radio"/>
f. Creating a network of parks		<input type="radio"/>	<input type="radio"/>
g. Maintaining and increasing the amount of shared-use paths and trails		<input type="radio"/>	<input type="radio"/>
h. Improving access to public transportation(CSP)		<input type="radio"/>	<input type="radio"/>
i. Ensuring that parks, shared-use paths/trails and open spaces are within walking distance of most homes, especially affordable housing		<input type="radio"/>	<input type="radio"/>

If yes, to 1.3c, answer 1.3c.1 through 1.3c.6:

Please answer the following questions in regard to your Non-Motorized Transportation Plan, Bicycle Master Plan, and/or Pedestrian Master Plan.

1.3c.1 When was your Non-Motorized Transportation/Bicycle/Pedestrian Master Plan last updated? (Use the plan that was updated most recently.)

Year:

1.3c.2 Is there a budget, cost estimates or **capital improvement plan** (CIP) connected to one or more of your Non-Motorized Transportation/Bicycle/Pedestrian Master Plans? (CSI)

Yes No

1.3c.3 Is there a timetable for implementation of any of your Non-Motorized Transportation/Bicycle/Pedestrian Master Plans?

Yes No

1.3c.4 Are any of your Non-Motorized Transportation/Bicycle/Pedestrian Master Plans being followed?









Note: This means some elements of at least one of the plans have been implemented or there are budget allocations or contracts in place for implementing certain elements.

Yes No

1.3c.5 Are any of these plans linked and integral to your Regional Transportation and Master Plans?

Yes No

1.3c.6 Do any of your Non-Motorized Transportation/Bicycle/Pedestrian Master Plans support the following active living concepts:

		Yes	No
a. Creating and maintaining a comprehensive network of safe walking routes in your community (CSP)		<input type="radio"/>	<input type="radio"/>
b. Creating and maintaining a comprehensive network of safe bike routes in your community (CSP)		<input type="radio"/>	<input type="radio"/>
c. Providing shared public places		<input type="radio"/>	<input type="radio"/>
d. Designing attractive downtown areas or village centers		<input type="radio"/>	<input type="radio"/>
e. Maintaining and increasing the amount of shared-use paths and trails		<input type="radio"/>	<input type="radio"/>
f. Creating greenways between parks, open spaces and outdoor recreation areas		<input type="radio"/>	<input type="radio"/>
g. Improving access to public transportation(CSP)		<input type="radio"/>	<input type="radio"/>
h. Ensuring that parks, shared-use paths/trails and open spaces are within walking distance of most homes, especially affordable housing		<input type="radio"/>	<input type="radio"/>

Government Support for Active Living

1.4 Has your community conducted a **walkability audit**? **DG** **RG**

- Yes; Indicate Year: _____
- No

1.5 Does your community have a plan or program to complete important **sidewalk connections** that are currently missing? (CSP) **DG**

- Yes
- No
- All sidewalks in the community are already connected

1.6 Does your community have a plan or program to bring all sidewalks into compliance with **Americans with Disabilities Act (ADA)** requirements? (CSP) **DG** **RG**

- Yes
- No
- All sidewalks in the community are ADA compliant

1.7 Has your community conducted a **bikeability audit**? **DG**

- Yes; Indicate Year: _____
- No

1.8 Do your community's planning documents require the accommodation of bicyclists in the roadway, such as the striping of **bike lanes** or paving of **wide curb lanes**, whenever major roads (like **arterials** or collectors) are newly constructed or resurfaced in your community? (CSP)

- Yes
- No

1.9 When major roads (like **arterials** or collectors) are newly constructed or resurfaced in your community, how often are bicycle accommodations provided in the roadway, such as the striping of **bike lanes** or paving of **wide curb lanes**?(CSI) **DG**

- Always (More than 75% of the time)
- Often (50-75% of the time)
- Sometimes (Less than 50% of the time)
- Never

1.10 In the past 5 years, has your community shown a commitment to creating opportunities for physical activity by passing bonds, passing millages, levying taxes or getting grants to finance the following: **RG**

	Yes	No
a. Shared-use paths or trails	<input type="radio"/>	<input type="radio"/>
b. Recreation facilities	<input type="radio"/>	<input type="radio"/>
c. Parks and/or greenways	<input type="radio"/>	<input type="radio"/>
d. Sports facilities	<input type="radio"/>	<input type="radio"/>
e. Pedestrian enhancements (sidewalks, street crossing enhancements, etc.) (CSI)	<input type="radio"/>	<input type="radio"/>
f. Bicycle enhancements (bike lanes, bike parking, road diets , etc.) (CSI)	<input type="radio"/>	<input type="radio"/>

1.11 Section 10k of Act 51 establishes non-motorized transportation as a transportation purpose under the law, and therefore an eligible use of revenues distributed to cities and villages from the **Michigan Transportation Fund** (MTF). The section requires recipients of MTF revenues to spend an average (over a 10 year period) of not less than 1 percent of these revenues on non-motorized transportation services and facilities.(CSI)

To answer the following questions, speak to your street engineer if you are in a city or village, and your county road commission if you are in a township.

1.11a. What was your community's total funding through the MTF (Michigan Transportation Funds) last year?

\$ _____

1.11b. If your community's MTF funding has remained relatively constant, approximately **[calculate]** = _____ was available to your community through MTF funds for non-motorized transportation over the past 10 years.

Calculation: Dollars in 1.11 times 0.10.

1.12 How much of your community's Michigan Transportation Fund revenues did your community spend last year on non-motorized transportation services and facilities? (CSI)

\$ _____

1.12a. Last year, your community spent **Calculated %** of their Michigan Transportation Fund revenues on non-motorized transportation services and facilities.

Calculation: Divide dollars in 1.12 by dollars in 1.11a and convert to % by multiplying by 100.

Complete Streets Policy & Responsibility

1.13 Has your community expressed a commitment to support and/or adopt a Complete Streets (CS) policy (such as, resolution, ordinance, design guidelines, etc.)? (CSP)

- Yes
- No
- My community has already adopted a Complete Streets Policy

If answer to 1.13, is "My community has already adopted a Complete Streets Policy", answer 1.13a and 1.13b

1.13a Which of the following best describes the type of CS policy your community adopted? (CSP)

- Resolution
- Design guidelines
- Specific elements integrated into adopted local plans (e.g., master plan)
- Internal local government policy adopted by departmental leaders
- Ordinance

1.13b Has your community identified a main person responsible for implementing your community's Complete Streets policy? (CSI)

- Yes
- No

If Yes to 1.13b, answer 1.13b.1.

1.13b.1 Please provide the name and contact information for the main person responsible for implementing your community's Complete Streets Policy. (CSI)

Name: _____

Organization: _____

Title: _____

Email: _____

Phone: _____