

Frederick County Safe Streets for All – Municipal Technical Assistance Program

Through a grant from the US Department of Transportation's *Safe Streets for All* (SS4A) program, Frederick County has received approximately \$225,000 to support eligible Frederick County municipalities with projects that improve roadway safety. This document provides background on the Frederick County *Towards Zero Deaths Policy and Towards Zero Deaths Action Plan*; describes the technical assistance program, eligible uses of funds, and how the program will be administered; and describes application requirements.

Applications for assistance are due by 2:00 PM on Monday, August 26, 2024. The County anticipates announcing selected projects within 45 days of the application deadline.

Background

In March 2022, Frederick County released its *Towards Zero Deaths* action plan to eliminate traffic-related serious injuries and fatalities. The action plan was based on input from county and municipal agencies and external stakeholders and includes the following broad strategies:

- Increase Impaired Driving Education & Enforcement
- Build a Network of Bicycle and Pedestrian Facilities
- Improve Data Collection, Analysis, and Sharing Among Agencies
- Integrate Traffic Safety Considerations into Development Design Standards
- Conduct High Profile Activities to Combat Distracted Driving
- Maintain Response Time and Capabilities for Emergency Responders
- Upgrade Safety Infrastructure on Rural Roads
- Create a Comprehensive School Zone Safety Strategy
- Increase Enforcement of Speed Limits
- Take a Proactive Approach to Street Lighting

Later in 2022 and again in 2023, Frederick County applied for and was awarded nearly \$2 million (multi-year total) in SS4A funds to work on the above strategies including updating the County's "Road Code" to include complete and green streets elements; identifying specific priority segments and treatments for safety improvements on rural roads; initiating "quick-build" road diet pilot projects; updating the County's bicycle master plan; and, updating the county's street lighting policies. All the above activities are targeted specifically at reducing the risk of crashes that result in serious injuries or fatalities.

Municipal Technical Assistance and Demonstration Projects

The SS4A grants to Frederick County include approximately \$225,000¹ for support to municipalities seeking to carry out projects that emphasize bicycle and pedestrian safety. Eligible technical assistance projects include but are not limited to:

¹ Funds from USDOT are made available through two separate SS4A grant awards with each having different requirements on the timing and eligible use of funds. The County will make a determination on the type of funding to be used based on the nature of applications received; certain projects may be selected for the municipal technical assistance program but implementation deferred until later in 2024 to comply with federal requirements.

- Project planning and development activities for transportation improvement projects that will help create safer roads for pedestrians, bicyclists, and drivers such as dedicated bike lanes or trails or high visibility crosswalks and signage.
- Quick-build transportation improvement projects such as planters, temporary speed humps, paint and plastic posts, and street art to experiment with temporary roadway design changes.
- Improved roadway signage or pedestrian signage; mid-block crosswalk installations and/or high-visibility crosswalk markings.
- Bike lane treatments.
- Non-construction aspects Safe Routes to School programs such as walking school buses or safety education.
- Reductions in speed limits, community engagement efforts to reduce speeding, and traffic calming activities.

Due to limitations on the use of federal grant funds, funds may not be used for final design and construction activities such as new sidewalks or trail segments.

Eligibility & Prioritization

- A municipality must – either with its application or during the technical assistance period – submit a letter from the municipality’s leadership endorsing the County’s [Towards Zero Deaths](#) plan or adopt a more general resolution in support of the goal of achieving zero deaths on roads in Frederick County.
- Projects must be focused on only that portion of a road that is located within a municipality located in Frederick County. A project need not be completely within municipal limits but should have a direct benefit to residents of the municipality (i.e. county or state roads approaching the municipality).
- When reviewing applications, the County will give priority consideration for funding to:
 - Improvements targetting locations where there is a demonstrated crash history with added consideration to those locations that have experienced fatalities or serious injuries, or where improvements will provide additional protection to vulnerable roadway users.
 - Projects in municipalities that did not receive SS4A funding from USDOT in an earlier competitive grant round will be more likely to be selected than those municipalities that did receive federal SS4A funds.
 - Work on municipal roadways is preferred; however, if work is proposed on a county or state roadway, a preliminary selection may be made subject to further evaluation and discussion with the County Department of Public Works or State Highway Administration.

Form and Amount of Technical Assistance

Municipal technical assistance under this program will take the form of:

- Services provided by County contractors to install traffic safety measures; or
- Consultant services for planning, design, or other professional services related to roadway safety. strategies. (to be assigned by the County from an approved list of on-call engineering firms)

In very limited circumstances, the County may reimburse a municipality for the reasonable cost of installing eligible roadway safety measures by the municipality's staff or contractors. However, the municipality must demonstrate its ability to comply with all requirements of the federal grant and enter into an agreement with the County to that effect.

The minimum amount to be allocated for a specific project is \$20,000. While there is no maximum amount, municipalities are advised that the County desires to support as many communities as possible. Potential applicants are encouraged to work with the County's *Safe Streets for All* program management consultant to identify, describe, and budget for projects that may qualify for municipal technical assistance. Please contact Devon Hahn, Devon.hahn@meadhunt.com, and Jamie Kendrick, jamie@woodvalleystrategies.com, at least two weeks prior to the application due date to discuss your application.

No matching funds are required for the technical assistance program; however, priority may be given to those municipalities demonstrating a local commitment of staff time or funding to achieve the project's goals.

Future Benefits & Obligations

The County encourages and may assist municipalities in seeking funds for demonstration or implementation projects under the SS4A; however, the selection of a project(s) for technical assistance in no way commits the county to doing so or to providing other project support beyond the technical assistance project. Any traffic safety devices installed on a demonstration basis shall be the responsibility of the municipality. Maintenance and operation of selected projects will remain the sole responsibility of the municipality. The selection of a project(s) in no way commits the county to ongoing support for maintenance and/or operation of the project.

Application Requirements

Applications must be received by 2:00 PM on Monday, August 26, 2024, in a PDF document emailed to Mark Mishler, MMishler@FrederickCountyMD.gov.

Applications must include the following information:

Project Commitment & Request (1 page)

- Brief cover letter from a municipal official (administrator or elected official) noting the municipality's commitment to either endorse the County's [*Towards Zero Deaths*](#) plan or

adopt a more general resolution in support of the goal of achieving zero deaths on roads in Frederick County.

- Point of Contact Name, Title, Phone, and Email.
- Estimated amount of technical assistance requested and total estimated budget (if greater than the amount requested).

Project Narrative (no more than 1 page)

- Project description (and map or photos of the affected area)
- Description of the safety problem to be addressed, including supporting information on fatalities or serious injuries that have occurred at the location. Maps of traffic fatalities and serious injuries in each municipality from 2019-23 are provided for assistance on the County's *Towards Zero Deaths* web page.
- Description of any planning or design work related that has occurred, or coordination with Frederick County or the State Highway Administration.
- Description of if/how the municipality intends to continue, sustain, or maintain the demonstration project.

Unless the project specifically calls for implementation in partnership with another organization (school, community, or business association, etc.), please do not include letters of support for the application.

Announcement of Selected Projects

The County anticipates announcing the technical assistance project selections within 45 days of the application due date. A lengthy memorandum of agreement will not be required for this program; however, the county and municipality will determine appropriate documentation of the commitments made by each party.