

PEEL SCHOOL BICYCLE PARKING PROGRAM

2019-2020 Application Package

The Region of Peel's School Bicycle Parking Program provides safe and secure bicycle parking in order to encourage students to bike to and from school more often. Since 2015, more than 300 bike racks have been installed at more than 150 schools in Peel Region through the program.

Schools located in Peel Region (Brampton, Caledon, or Mississauga) can apply for a maximum of four bike racks, each with a capacity for securing eight bicycles. Funding is only available for a limited number of bike racks each year, so applications from schools will be prioritized for new bike racks based two main criteria:

- demonstrated bicycle parking demand,
- participation in programming related to health, sustainability, and/or active transportation.

The Region of Peel will cover the cost of the bike racks and installation on either existing concrete or asphalt surfaces at schools who submit successful applications. Schools will be informed within three months of applying whether they will receive bike racks.

Apply by:

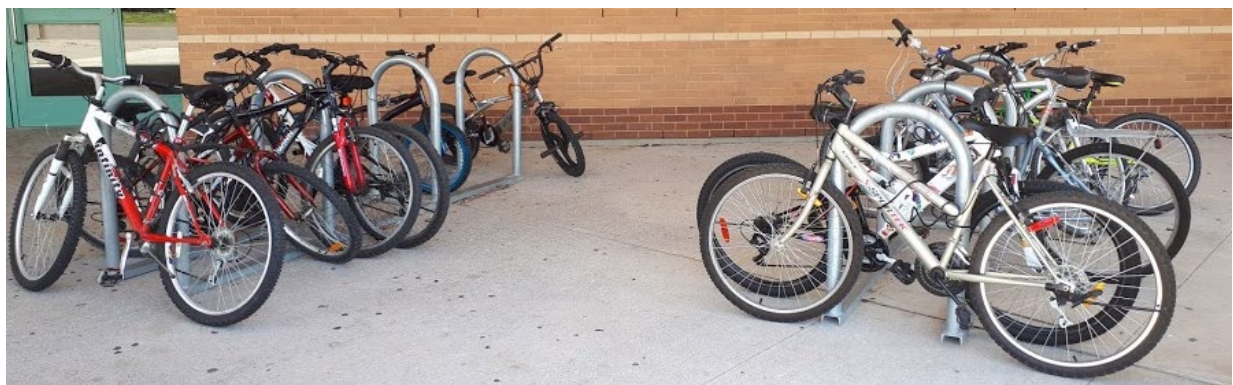
For bike rack installation in:

November 15, 2019	Spring 2020 (April - June)
June 15, 2020	Fall 2020 (September – December)

In addition to a completed application form, schools are also asked to register for **Bike to School Week** 2020 in order to have bike racks installed in 2020.

The School Bicycle Parking Program is one of many programs in Peel to help encourage walking and cycling to school. To find out about other programs and resources that can support active and sustainable travel at your school, visit walkandrollpeel.ca/projects/schools.htm

Contact us at walkandroll@peelregion.ca for more information, and to submit your completed application.



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walkandrollpeel.ca/projects/schools.htm

walkandroll@peelregion.ca

905-791-7800 ext. 8389

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APPLICATION PROCEDURE AND CONDITIONS

- 1) Completed applications should be sent via email to walkandroll@peelregion.ca.
- 2) Funding is only available for a limited number of bicycle racks each year, so schools who apply for the School Bicycle Parking Program will not be guaranteed the number of bike racks they request, and may not receive any racks. Each school can receive a maximum of four bike racks per application.
- 3) Schools must register for Bike to School Week 2020 in order to be eligible to receive bike racks as part of this program. Schools applying in November 2019 will not be able to register right away, but must register before installation occurs in Spring 2020. Visit biketoschoolweek.ca to register and for more information.
- 4) **Selection Criteria** – Completed applications will be reviewed and prioritized based on the following criteria:
 - **Demonstrated need** for safe and secure bicycle parking, based on the current number of bicycle parking spaces relative to school population, quality and usage of existing bicycle parking facilities, as well as other evidence (i.e. photos) provided in application; and
 - **Involvement education and outreach programming related to physical activity, sustainability, or active transportation**, such as School Travel Planning, Bike to School Week, Walk to School Month, EcoSchools, or other presentations, training, or programs.
- 5) **Site location:** Schools applying to the program are asked to identify a preferred location for the bike racks. All proposed locations will be subject to a site analysis involving staff from the relevant school board, school, and/or the Region of Peel and its' vendors. The minimum site dimensions for each bicycle rack are 4.0m x 1.8m, to give racks a minimum of 0.6m of space away from walls, walkways, or other objects or right-of-ways. In order to optimize their usage and facilitate installation, it is recommended that applicants try to identify locations that are:
 - near the main entrance or other high-traffic entrance to the school
 - in a highly visible location and/or are under surveillance
 - weather protected
 - on a concrete surface
- 6) Applicants will be notified via email within three months of applications deadline. The bicycle rack(s) will be installed at approved on-site locations, as agreed upon by the applicant, board, and the Region of Peel and its vendors, and according to the manufacturer's specifications.
- 7) The Region of Peel will pay for the entire cost of each bike rack for successful applicants, as well as the cost of associated installation to a maximum of \$700. This will generally cover the cost of installation on existing concrete or asphalt surfaces. If a school requests additional work associated with installation (i.e., removal of old bike racks, new concrete pads or additional paved surfaces, etc.), these additional costs will be the responsibility of the relevant school/school board.
- 8) Bicycle parking facilities provided by the Region of Peel must not be moved or removed except for on-site maintenance purposes (e.g., snow clearance) or with written permission of the Region of Peel.
- 9) The school and/or school board will be responsible for keeping the bicycle parking facilities clear of snow and leaves.
- 10) Participating schools will be expected to collect baseline and follow-up data on transportation modal choices and usage of the bicycle racks through a count of bicycles on school property using the [Data Collection Form](#) included in the information package. Successful applicants will be asked to do follow-up counts approximately one year after the baseline counts. Refer to the [Data Collection Form](#) for more detailed instructions.
- 11) The Region of Peel accepts no liability for the operation, destruction or theft of the bicycle racks.

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2019-2020 APPLICATION FORM

School name:		
School address:	Total School population:	Non-based student population:
School telephone number:	Type of school:	School board:
Main staff contact at school Name: Email:	School Principal Name: Email:	
Quantity of bike racks requested Note: each rack accommodates 8 bicycles Choose an item.	In good weather, approximately how many students and staff bike to school regularly?	
Describe your school's past involvement in initiatives related to active transportation, sustainability, health, or physical activity. <i>Include details about your school's participation in programs such as Bike to School Week, EcoSchools, the Healthy Pledge Program, Walk to School programming, the or other relevant commitments or learning initiatives.</i>		
Describe your school's need for additional bike racks. <i>Include details about why your school requires additional bike racks, including how often your current bike racks are full, whether bikes are often parked on fences/trees/poles, or trends that indicate increasing cycling trips by your students. Schools are encouraged to include photographs or other information that demonstrates their school's need for bicycle parking as part of their application.</i>		

Describe preferred location of the rack(s):

Provide details about where you would like your rack(s) to be located on school property. Please include the type of surface at the proposed location (e.g. concrete, asphalt). Attach a map or sketch if needed.

For example: "north side of the building facing the parking lot, on concrete surface XX metres west of the main entrance, XX metres from the building, XX metres from the curb".

Note that minimum site dimensions for each rack are 4.0m X 1.8m.

Preferred locations will be subject to approval by a school board designate.

Commitment to the Region of Peel

- Our school commits to registering/has registered for Bike to School Week 2020
- Our school has completed the *Data Collection Form* (on next page), and if our application is successful commit to collecting follow-up data and submitting the form again after new bike racks are installed

Main staff contact name:

Main contact signature:

Date:

Principal name:

Principal signature:

Date:

Applicants are encouraged to supplement this form with additional photographs or other information that demonstrates their school's need for bicycle parking facilities, or past commitment to active school travel and related programming.

Please email completed applications to walkandroll@peelregion.ca



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DATA COLLECTION FORM

INSTRUCTIONS: Schools applying for the Peel School Bicycle Parking Program are asked to complete and submit the following Data Collection Form as part of their application. Successful applicants will also be asked to complete this form again after new bike racks are installed, approximately one year after the pre-installation counts are conducted. Staff from the Region of Peel will be in touch with participating schools to remind them to submit follow-up data.

This form provides a template for counting bikes on school property, and will help assess the effectiveness of the Peel School Bicycle Parking program in encouraging more bicycling trips to and from participating schools. Your school may also find this form useful to help measure cycling trips to school associated with other school programs to encourage active and sustainable school travel (e.g., School Travel Planning, Bike to School Week). Schools may wish to involve students in the bike counts as part of a classroom or extracurricular activity. If you would like assistance in completing this form, contact your school's Public Health Nurse, or email walkandroll@peelregion.ca

Name of School:				Date & time of count:			
Type of count:				Weather & temperature:			
Before new racks <input type="checkbox"/> After new racks <input type="checkbox"/>							
Type of bicycle racks	# of bike racks	# of bike parking spaces	# of bikes parked	Type of bicycle racks	# of bike racks	# of bike parking spaces	# of bikes parked
 Inverted "U" <i>Recommended & provided by Region of Peel</i>				 Ring and post			
 Wave				 Rail or "comb"			
 Hanger				 Wheelwell			
Other rack types please describe:				# of bikes NOT parked at racks e.g., fences, trees, etc. Please describe:			