

# HENNEPIN COUNTY

## MINNESOTA

### [Application for Technical Assistance](#)

## 2022 Active Living Partnership Funding

Applications accepted on rolling basis while funding is available, with applications reviewed on:

February 18, 2022

April 1, 2022



## 1. Project Overview

Hennepin County is soliciting applications for the **2022 Active Living Partnership Program**. Hennepin County's Housing and Economic Development (HED) department aims to drive meaningful improvements, catalyze economic opportunity, and create a shared prosperity where all Hennepin County communities can enjoy a sustainably high quality of life and equitable access to economic opportunity regardless of race, place, or income. To achieve those aims, HED manages a portfolio of programs to attract and support development, foster inclusive business growth, and create high quality public places.

Hennepin County's Active Living program provides cities and other public agencies resources to support healthy communities, encourage active living, and advance equity. The program aims to advance county priorities including disparity reduction, complete streets, climate resilience, and health equity. Since 2014, the program has successfully invested over \$350,000 in 35 projects to support healthy and active communities.

## 2. The Program

Through the Active Living Partnership program, HED is offering financial and technical resources to municipalities and other local agencies within the Hennepin County Public Health jurisdiction for activities that advance the following **core objectives**:

- Promote physical activity – particularly through biking and walking
- Improve multimodal access to community destinations
- Promote equitable engagement to ensure all voices are heard in planning processes
- Reduce disparities (including health disparities) among people of color and other historically marginalized groups

### Eligible Applicants

To be eligible for the Grant, the applicant must be located within Hennepin County's Public Health jurisdiction, which includes all cities/jurisdictions except Bloomington, Edina, Minneapolis, and Richfield. Any city, park district, watershed district, or other public agency is eligible to apply if the project is located in Hennepin County outside those four cities.

### Eligible Activities

Technical assistance resources can be used for the following items:

- Consultants
- Engagement supplies or outreach materials
- Equipment that is part of a larger planning effort (e.g. a plan to develop a wayfinding strategy could include purchase of wayfinding signage)
- Demonstration project materials (e.g. bollards, temporary barriers) to support a pedestrian or bike improvement

Types of projects that can be funded include:

- Assessments and education
  - Conducting walk, bike, and roll assessments or audits
  - Holding slow rolls or community walks to encourage people to walk or bike
  - Initiating programs to recruit populations to learn to walk and bike
- Equitable engagement and demonstration projects
  - Holding pop-up placemaking events to activate public spaces
  - Conducting community outreach to underrepresented and hard-to-reach populations for parks, multimodal transportation, or similar plans/studies
  - Installing temporary bike lanes and pedestrian crossings
- Policies, plans, and implementation strategies
  - Completing bike and pedestrian plans
  - Developing complete streets and other active transportation policies
  - Implementing comprehensive plan strategies that support health equity

Ideal projects will be part of a more comprehensive strategy to support active living, and not a one-off or stand-alone project. Projects should also consider how their results / findings will influence or be integrated into other projects or future work.

**Funding cannot be used for the following activities:**

- Local government staff time
- Reimbursements to consultants who function as a planner for a local government
- Capital costs
- Equipment as a stand-alone project

**Examples of Previous Work**

Types of projects completed with these technical assistance resources have included:

- Supporting a variety of engagement strategies to reach youth, seniors and BIPOC communities for input into a city's parks and trails plan.
- Engaging transit users to look at opportunities to activate and improve the wait experience at a local transit hub and improve awareness of the nearby downtown business district.
- Conducting a walk audit and supporting outreach to identify opportunities to increase awareness and improve bike and pedestrian access to a downtown business district
- Supporting pilot projects to test a variety of bike trail/lane configurations to inform eventual project implementation
- Providing technical and funding assistance for an art-infused open streets and demonstration project to test design concepts and gather community input to inform final design.

## Funding

This program is offered through a collaboration between Hennepin County's Public Health and Housing and Economic Development (HED) departments. Funding for this program is provided from the Minnesota Department of Health through the Statewide Health Improvement Partnership (SHIP). If funded, Applicant must include SHIP-funding credit language in project media and outreach materials.

Funding is available to support approximately \$60,000 in technical assistance projects in 2022. Maximum funds per project is \$15,000 – amounts may vary. A monetary match is not required but may factor into a proposal's evaluation.

### 3. Applying for Technical Assistance

When submitting an Application, Applicants must use the form in Attachment 1. Application should include:

- 2022 Active Living Partnership submittal form
- 2022 Active Living Partnership application (3 pages maximum)
- Map(s) of project area

Proposals are accepted on a rolling basis, with two review dates: February 18 and April 1, 2022. Proposals will be competitively reviewed. Projects **must** be completed by October 31, 2022 and final invoices are due by November 10, 2022. These dates are subject to revision or cancellation by the County in its sole and absolute discretion.

### 4. Evaluation and Selection

The County will consider the Application to determine whether it meets the Minnesota Department of Health and the County's requirements and is otherwise eligible for a Technical Assistance award. Submission of an Application shall neither obligate nor entitle an Applicant to enter into a contract with the County or to receive an award. Applications will be evaluated on the following criteria:

#### Quality of proposal

- Project goals, objectives, and description
- Funding need
- Completeness of proposal

#### Advancement of Active Living program goals

- Supports or advances opportunities for physical activity and active living
- Supports equity and health disparities experienced in the community
- Identifies how project will inform or influence future work (planning or implementation)

The County reserves the right to determine whether any aspect of the Application satisfactorily meets the criteria and the right to seek clarification or additional information from any Applicant(s). Technical assistance may be awarded (1) through a direct contract with the Applicant or (2) by the County directly contracting for consultant or other services. Upon award County will work with applicant to collaboratively refine project activities and deliverables.

## 2022 Active Living Partnership Program

### Submittal Form

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Applications must be submitted via email to Denise Engen – [denise.engen@hennepin.us](mailto:denise.engen@hennepin.us) using this form. Applications will be accepted on a rolling basis, with review on February 18, and April 1, 2022.

#### Application checklist

- ☐ Active Living submittal form (1 page)
- ☐ Active Living application (3 page max)
- ☐ Map(s) of project area

### Applicant

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1. Organization:
2. Contact person name:
3. Contact person title:
4. Contact person phone number:
5. Contact person email address:

### Request

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6. Funding estimate (maximum amount of \$15,000):
7. Local contribution provided (if any):

### Context

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8. Project title:
9. Project location:
10. Brief project description (max of 50 words):

## Active Living Technical Assistance Application

**[Please keep total response to less than 3 pages]**

1. Describe your project and project goals.
2. How does this project advance Active Living's core objectives (see above)?
3. Why are Hennepin County Active Living funds needed to support the project's goals?
4. Describe how Active Living funds would be used? What activities or tasks will be included?
5. Describe how this project would improve the walking, biking, and rolling environment of your community or otherwise support active living? How will it improve access to key community destinations?
6. How does this project support equitable engagement and seek and include the voices of low-income communities, seniors, persons with disabilities, youth, communities of color, or other underrepresented communities?
7. What partners will be involved in project implementation? How will community stakeholders be engaged?
8. How will the findings or results of this project be used? That is, will they inform future work? Will they support implementation of a specific project? Will they inform future programming?
9. Describe how this project fits within your community and organization's goals, priorities and/or long-range plans? Attach supporting documentation as applicable (i.e. relevant comprehensive plan sections, letters of support, previous work done in relation to proposed project).