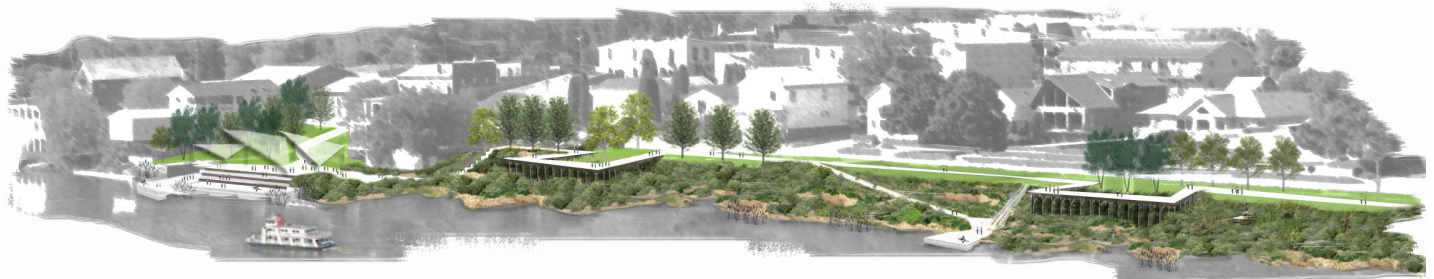


# AN INVITATION TO PARTICIPATE ...

## Community Visioning A Transportation Enhancement Program



Intersection perspective in Robins. Loren Hoffman, Hoffman Design Consultants, and Andrea Blaha, ISU student intern. 2009.



River walk plaza perspective in Lansing. Heidi von Arb-Clingan, Howard R. Green Company, and Angela Roberson, ISU student intern. 2009.

## Community Visioning Program

In recent years, the federal government has allocated roughly \$6.5–\$8.8 million annually to Iowa to build transportation enhancement projects. The Iowa Department of Transportation (DOT), Trees Forever, and Iowa State University (ISU) have created the Iowa's Living Roadways Community Visioning Program to help rural communities plan these enhancements using state funds administered by the Iowa DOT.

The Community Visioning Program:

- Helps community volunteers to effectively plan transportation enhancements
- Integrates environmental stewardship functions into transportation planning
- Helps communities provide continuous trails and sidewalks to support walkable communities
- Helps local leaders plan safe walking, biking and driving routes for all residents

## What is Visioning?

Community Visioning is a process that encourages visionary and yet strategic thinking about transportation improvements. The centerpiece of this process is the development of conceptual plans that graphically illustrate the vision of the community for an improved transportation system. Participants in the program will:

- Identify and prioritize community needs based on participatory community assessments
- Develop community vision concept plans for transportation projects
- Identify potential funding sources for implementing concept plans
- Initiate the first phase of project development

## What support is provided?

Trees Forever field coordinators provide structured facilitation of the visioning process. Landscape architecture consultants collaborate with design interns to provide design assistance under the direction of ISU. ISU also provides research-based community assessments and directs transportation plan development by consultants. Iowa DOT provides review and technical assistance for transportation enhancement concept planning.

## What contribution is expected from the community?

Communities selected for Community Visioning agree in writing to commit \$2,000 toward implementation of a project proposed through the visioning process. A steering committee that represents the community, including a local government partner, is required to attend a day-long workshop at the beginning of the process and an annual meeting at the end. The steering committee works closely with the Trees Forever field coordinator to plan and advertise meetings and workshops during the process. The committee maintains an active role in fostering meaningful community participation by involving others in the community assessments and goal setting and by keeping the media informed of program developments, committee activities and other information regarding the process.

## What products does the community receive?

At the end of the visioning process, the community will receive a series of display boards that include conceptual drawings and images illustrating the transportation plan. Implementation strategies will be developed and communicated in an 8½ by 11-inch feasibility study. All products will be available electronically after the process is completed on the program Web site in order to facilitate grant writing and community development needs.

## Who should participate?

Iowa communities eligible for the Iowa's Living Roadways Community Visioning Program must have populations of 10,000 or fewer. Priority is given to communities that lack planning resources within the city government. Volunteers, government representatives and interest groups of all kinds are strongly encouraged to work in cooperation with one another for successful completion of the visioning process.

Communities that are interested in making enhancements connected to surface transportation may benefit from the Community Visioning Program. The Federal Highway Administration (FHWA) defines surface transportation as all elements of the intermodal transportation system excluding aviation and including water. To qualify for federal funding, enhancements must meet one of the following needs:

- Provide facilities for pedestrians and bicycles
- Provide safety and educational activities for pedestrians and bicyclists
- Acquire scenic easements and scenic or historic sites
- Beautify routes
- Preserve historic sites and routes
- Rehabilitate and operate historic transportation buildings, structures or facilities
- Convert unused rail corridors to trails
- Address other transportation enhancement needs as defined by FHWA

More information about federally-funded transportation enhancements can be found at the National Transportation Enhancements Clearinghouse Web site at [www.enhancements.org/](http://www.enhancements.org/).

More information regarding the Community Visioning Program and examples of enhancement projects in past visioning communities are available at [www.communityvisioning.org](http://www.communityvisioning.org), under the heading "Showcase."

## Deadline

Completed applications are due (postmarked) **by September 30**. Application pages should not exceed 8½ by 11-inches in size. Selections will be announced by the end of the year.

Send a paper copy of the application to:

Iowa's Living Roadways  
Community Visioning Program  
Trees Forever  
770 7<sup>th</sup> Avenue  
Marion, IA 52302

Alternatively, applications may be submitted electronically in PDF format to:

[cteator@treesforever.org](mailto:cteator@treesforever.org)



Section view of a trail for Lone Tree. Meg Flenker, Flenker Land Architecture Consultants, and Jason Grimm and Yan Lei, ISU student interns. 2006.

## Visioning Application

Please read the entire visioning application before completing. Your completed application will include four parts: this application cover sheet, a list of visioning committee members, a narrative description and the original copy of the community agreement signed by all committee members. Detach this sheet and use it as the cover for your typed narrative. Send your completed original application to Trees Forever, postmarked by **September 30**. If you have questions please contact Carole Teator, Trees Forever Program Manager, at 1-800-369-1269, ext. 15, or [cteator@treesforever.org](mailto:cteator@treesforever.org).

- A. Applicant Community \_\_\_\_\_ Population \_\_\_\_\_
- B. You must report any community planning done during the past five years. Please check appropriate boxes and name consultants employed.
- Comprehensive planning. Consultant: \_\_\_\_\_
- Engineering or planning services for roads, trails. Consultant: \_\_\_\_\_
- Streetscaping, including lighting and paving. Consultant: \_\_\_\_\_
- Storm drainage, flood mitigation, or other storm-water related projects. Consultant: \_\_\_\_\_
- Other. Please describe and name the consultant: \_\_\_\_\_
- C. Letter of commitment for providing the \$2,000 cash match.

## Local Organization

- D.1. Attach a list the members of the Visioning committee. There must be a minimum of eight members, but more than eight is strongly encouraged. Be sure to include committee members' names, addresses, occupations, affiliations, phone numbers and e-mail addresses.
- D.2. Attach a letter of support for the Visioning program from the local government partner.

## Narrative Description

Address the following issues in your narrative:

- E.1. Describe how local transportation systems, including streets, sidewalks and trails, enhance or detract from local quality of life. Do these systems allow good access to important services, promote healthy lifestyles and enhance the natural environment? Do they provide a visual landscape that reflects the identity of the community? Do all residents, including youth and the elderly, have safe access to desired destinations? What transportation improvements does the community envision?
- E.2. Describe how the steering committee will help contact other community members to participate in the process and how local government, such as the city council, mayor, city clerk or county leaders will be informed and invited to participate.

## Statement of Assurances and Agreement

To the best of my knowledge and belief, those listed as participants are committed to fulfill their responsibilities as participants in the visioning process if we are accepted as a visioning community. This application has been duly authorized by the government unit of the applicant with full understanding of the program requirements.

\_\_\_\_\_  
*Signature of committee lead/contact person*

\_\_\_\_\_  
*date*

\_\_\_\_\_  
*Signature and title of government partner*

\_\_\_\_\_  
*date*



## Community Visioning Program Agreement

### Terms

Final acceptance to participate in the Community Visioning Program is contingent upon the submission of this partnership agreement signed by your community steering committee members. By submitting the signed agreement, your committee is agreeing to the responsibilities of the program partners, which are outlined in the following section. A copy of the agreement must be given to each steering committee member. After reviewing the agreement, the primary contact person, the local government partner and each steering committee member must sign in the space provided on the last page. Return the original signature page with your application and retain a photocopy for future reference.

### Partner Contributions

In addition to the roles and responsibilities described below, the program partners also contribute other services as in-kind contributions. These services include the following:

- Private consultants' travel and expenses.
- Iowa State University Extension field staff support.
- Editorial and technical support from Iowa State University staff and service centers.
- Planning support from the Iowa Department of Transportation personnel in Ames and in district offices statewide.

#### A. Iowa Department of Transportation

- Funds facilitation and staff support provided by Trees Forever.
- Funds design services of private consultants and student interns, as well as costs associated with the production of design products.
- Supports coordination and reporting required for the use of state transportation planning dollars.

#### B. Iowa State University Landscape Architecture Extension

- Provides overall program coordination and content
- Coordinates communication among the partner organizations (Iowa DOT, ISU, Trees Forever).
- Provides program training to all partners.
- Develops and directs design teams consisting of consultants, students, and Extension staff.
- Directs the production of the inventory and concept plans, the feasibility study, and any other design products.

#### C. Trees Forever

- Coordinates field assistance, especially communication between the local steering committee and the design team.
- Assigns a field coordinator (a Trees Forever staff person assigned to work with community steering committee by telephone, community visits, and scheduled meetings).
- Facilitates the planning process leading to the development of the concept plan and implementation of prioritized projects.
- Assists the committee with the identification of potential funding sources.
- Provides media releases.
- Provides reporting on local meetings to partners.
- Maintains communication with the contact person for the visioning committee after completion of the planning process to help ensure implementation of projects.

#### D. Community Steering Committee

- Establishes a steering committee that represents the whole community (including a local government partner). If some sectors of the community are missing, then the committee recruits additional members as appropriate.
- Attends a day-long workshop hosted by Iowa State University in Ames, during which steering committee members will learn skills needed to guide community members through the process and ensure that the goals of the community as a whole are identified and addressed. Committee members will also learn about community enhancement opportunities that are available to participating communities under the transportation enhancement program.

