

Appendix A

Chester County Vision Partnership Program Grant Application Form

Applicant

Single Municipality Multi-Municipal/Regional

Municipality or Region East Brandywine Township

For Multi-Municipal/Regional Applications:

Lead Municipality East Brandywine Township

Other Municipal Participants West Brandywine Township, Uwchlan Township

Municipal Contact

Contact Person*: Luke Reven

Title: Assistant Township Manager

Address: East Brandywine Township

1214 Horseshoe Pike

Downingtown, PA 19335

Email: lukereven@ebrandywine.org

Phone #: 610-269-8230

Fax #: 610-269-4157

*Contact person must be from lead municipality for multi-municipal grants.

Municipal Financial Contact**: Mary Beth Smedley

Title: Secretary/Treasurer Email: marybeth@ebrandywine.org

**Person responsible for invoice payments.

Consultant Contact (if applicable)

Consulting Firm(s): Not Applicable

Lead Planner: _____

Address: _____

Email: _____

Phone #: _____

Fax #: _____

Project Type Please check the appropriate box below.

Plan or Ordinance to be adopted by municipality under the Municipalities Planning Code:

Plan (Specify) _____

Ordinance (Specify) _____

Planning Study or Historic Resource Survey to be accepted by Municipality:

Study (Specify) East-West Bicycle and Pedestrian Facilities Plan

Historic Resource Survey _____

Project Timing

Date of Pre-Application Meeting: 02/10/2016

Proposed Project Start Date: 07/01/2016

Estimated Months for Completion: 12

Estimated Number of Work Sessions: 4

Estimated Number of Public Hearings: 0

Estimated Number of Public Meetings¹: 3

¹ Public information or participation meetings other than task force work sessions or public hearings.

**Chester County Vision Partnership Program
Grant Application Form**

Amount Requested and Funding Sources

- Grant Amount Requested from County: \$ 35,000 70 %
 Not to exceed the following limits: (of total project cost)

Plan or Ordinance (adopted):

Maximum 75% of total eligible project cost, not to exceed \$50,000 plus \$10,000 for each additional participating municipality

For example: Three municipalities = \$50,000 + (2 x \$10,000) = \$70,000 grant

Planning Study (accepted):

Maximum 75% of total eligible project cost, not to exceed \$30,000 plus \$5,000 for each additional participating municipality

For example: Three municipalities = \$30,000 + (2 x \$5,000) = \$40,000 grant

- Total municipal funds committed to Project: \$ 15,000 30 %
(shall equal no less than 10% of total eligible project cost)

- Total non-municipal funds available for Project: \$ _____ _____ %
(other grants or funding sources)

Identify other source(s): _____

Total Project Cost: \$ 50,000 100 %

Application Attachments

The following attachments should be provided in accordance with Section 6.3 of the Grant Manual:

- Detailed Scope of Work in the format described in Section 6.3.C.
- Municipal Letter of Commitment for financing and task force formation as described in Section 6.3.D.
- For multi-municipal projects, Municipal Endorsement Letters as described in Section 6.3.E.
- Consultant and lead planner qualifications (if applicable) as described in Section 6.3.F.

Application Submittal Instructions:

Please see page 10 for specific application submittal instructions.

**Chester County Vision Partnership Program
Grant Application Form**

Legal Understanding

The East Brandywine Township hereby applies to the Chester County Board of Commissioners for a grant in the amount of \$ 35,000, representing 70% of the total eligible project cost.

As the authorized municipal representative, I hereby submit the preceding data and information in support of our application. I understand the rules and procedures as written in the *Vision Partnership Program Planning Grant Manual*, as revised, and agree to be bound thereby. Further, if awarded a grant, I specifically agree to execute and deliver a Grant Contract, on forms provided by the County. I agree with the grant reimbursement process and the procedure for non-compliance as described in Section 9.0 of the *Grant Manual*.

Endorsement:

Date

Signature

Name & Title: Chairman/President of Governing Body

County Use Only

Application Received: _____

Application Score: _____

CCPC Review Date: _____

Contract Start Date: _____

Commissioner Approval Date: _____

Contract End Date: _____

**Chester County Vision Partnership Program
Grant Application Form**

Project Summary (Grant Manual Section 6.3.B.1)

Please provide a summary of the overall goal and nature of the project including a brief description of how the project will support and is consistent with the Chester County Policy Plan, *Landscapes2*.

Please limit your answer to the space provided.

The goal of this project is to complete a planning study of a proposed trail that will provide safe pedestrian and bicycle connections between Hibernia County Park and the County's Struble Trail.

The Plan will include a detailed analysis and conceptual design of the 9-mile long corridor. It begins at the existing rail trail in Hibernia Park in West Brandywine Township. It will explore opportunities to connect to the Whittaker Memorial Park in East Brandywine Township along on-road and/or off-road alignments. It will include a review of a possible pedestrian bridge over the Brandywine that would connect the Whittaker Memorial Park to the Struble Trail in Uwchlan Township. The process will include direct outreach to landowners located along the corridor, four study committee work sessions that are advertised and open to the public, and three public meetings at key milestones in the project. The final product will include a preferred alignment and trail heads, typical details and cross-sections, as well as cost estimates. Lastly, the plan will identify key partners, provide recommendations for a staged implementation, and list potential sources of funding.

The Plan will be completed by a qualified team of Trail Planning/Design Consultants that have knowledge of PennDOT guidelines and standards for multi-modal trails and that have demonstrated success in advancing multi-modal projects from conceptual design to implementation.

The East-West multi-modal corridor is consistent with Chester County's *Landscapes2*, Objective OSG 3: Trails and Greenway Networks, to encourage landowners to cooperate in the planning, construction, and management of local and regional trail and greenway networks. The creation of an inter-municipal and inter-connected trail network will be an asset to each of the partnering municipalities. It will also be an asset to the central Chester County region as a whole as it provides a safe multi-modal connection between two significant County multi-modal facilities and Marsh Creek State Park.

(County Use Only):

Chester County Vision Partnership Program Grant Application Form

Project Evaluation Criteria (Grant Manual Section 6.3.B.2)

Projects will be reviewed and scored on the basis of the following eight criteria. The weight indicates the maximum number of points that can be scored in each category. Please indicate how your project will address each of the following criteria, *limiting your answers to the space provided*:

Criteria 1: Alignment with <i>Landscapes2</i> policies and actions and the Chester County Commissioners’ Strategic Plan Priority Areas including clear demonstration of policies, goals, and actions supported by the project. Include specific citations where appropriate to <i>Landscapes2</i> , <i>Watersheds</i> , or <i>Linking Landscapes</i> . (<i>Landscapes2</i> is available at www.landscapes2.org . The county strategic plan (“Managing for Results”) is available at www.chesco.org/commissioners .)	Weight	Score
	25	
<p>The proposed Plan is in alignment with Landscapes2 including the following policies:</p> <p>CS 6.2 Support the development of sidewalks and trails that enhance safety and enable physical activity during the course of daily life.</p> <p>EC 5.4 Support non-motorized transportation options, including pedestrian, bicycle, and buggy facilities, and the expansion of crosswalks, sidewalk grids, bike lanes, trail networks, and horse and buggy lanes.</p> <p>LU 2.5 Acquire, develop and maintain community and neighborhood parks, trails and recreation facilities to protect resources, provide connections, and to promote healthy lifestyles.</p> <p>LU 3.8 Protect, maintain and expand public open space, parks, trails, and recreation facilities to protect resources, provide connections, and promote healthy lifestyles.</p> <p>OSG 3: Trails and Greenway Networks - Encourage landowners to cooperate in the planning, construction, and management of local and regional trail and greenway networks.</p> <p>OSG 3.3 Encourage a diversity of public trails and paths to provide opportunities for walking, bicycling, horseback riding, and other non-motorized recreation.</p> <p>OSG 3.4 Encourage greenways and trails that link destinations such as business centers, schools, recreational parks, protected resource areas, and transportation facilities.</p> <p>OSG 3.5 Encourage greenways and trails that pass through residential areas and have sufficient trail heads and user facilities.</p> <p>OSG 3.6 Encourage the establishment of local and regional bicycle networks that link paths, trails, sidewalks, and bike routes along low-volume roadways with shoulders suitable for bicycles.</p> <p>T 1.7 Balance - promote a transportation system that is flexible and sensitive to environmental, scenic, and community impacts.</p> <p>T 2.1 Provide a safe network of bicycle and pedestrian links within and between residential, employment, commercial, educational, public, and recreational land uses.</p> <p>T 2.5 Promote separate bicycle, pedestrian, and equestrian facilities, to avoid user conflicts, where warranted and appropriate.</p> <p>The proposed Plan is further in alignment with many of Chester County's "Managing for Results" Strategic Plan elements:</p> <ul style="list-style-type: none"> -Priority: Health, Human Services and Environment Strategic Goal: Promote Physical Health -Priority: Transportation Strategic Goal: Create Transportation Choices -Priority: Growth Strategic Goal: Enhance Community Facilities 		

(County Use Only):

**Chester County Vision Partnership Program
Grant Application Form**

Criteria 2: Project implements specific recommendations of a prior VPP funded plan or other municipal plans or studies that are aligned with <i>Landscapes2</i> . Individual municipal implementation of regional planning goals may be considered under this criteria. <i>Please limit your answer to the space provided.</i>	Weight	Score
	10	
<p>The East-West trail is included on East Brandywine Township's official map, and is described in the comprehensive plan (2009) on page 101 (item 5), and on Map 15. The comprehensive plan update of 2009 was funded through a VPP grant. The Guthriesville Master Plan, adopted in 2014, was funded through a VPP grant.</p> <p>The Community Trails Concept and the East-West trail is included in West Brandywine Township's comprehensive plan (2005) on pages 8-11 through 8-15, and on Map 8-1. The comprehensive plan update was funded through a VPP grant.</p> <p>DVRPC: Guiding Transportation Investments and Land Use Decisions along US322 (February 2010), pp.106-107 reads that "Connections should be made to existing County and regional bicycle and trail networks."</p> <p>The Strategic Action Plan for the Brandywine Creek Greenway (December 2014) was partially funded by Chester County and is aligned with <i>Landscapes2</i>. It's Project Portfolio section recommends several trail projects that are incorporated into the East/West Trail project: EBWT 4, Dowlin Forge Road Creek Access; EBWT 9, Dowlin Forge Road Trail; EBWT 10, Whittaker Memorial Park Bridge; and WBWT 5, The Ridings Trail.</p>		

(County Use Only):

**Chester County Vision Partnership Program
Grant Application Form**

Criteria 3: Creativity and innovation; promotion of sustainability; transferability of products to other applications; ability to be implemented. <i>Please limit your answer to the space provided.</i>	Weight	Score
	10	
<p>Sustainability will be promoted as neighborhoods are provided with a safe route to bicycle or walk from their homes to other neighborhoods, schools, parks, goods and services in Guthriesville, Uwchlan and Downingtown. Residents will have safe access to a network of off-road recreational trails at Hibernia County Park, the County Struble Trail, and Marsh Creek State Park without the need to drive to a more distant trail location. What is currently a fragmented system of 3.8 miles of multi-use trails at Hibernia County Park and the Struble Trail will become 12.8 miles of interconnected multi-use trails from the west branch to the east branch of the Brandywine. The East-West Trail will provide an alternative to driving between recreational facilities, neighborhoods, school, parks, and suburban centers.</p> <p>East Brandywine Township has successfully completed previous VPP projects and is committed to moving forward with this project. Our Township Manager, Assistant Manager, Secretary/Treasurer and several volunteers are ready to help oversee and administer this project. In 2015 we appointed 6 individuals to serve on a newly-formed Trails Committee in anticipation of this effort. Our Board of Supervisors are invested in the East-West Trail concept and are ready to begin a concerted effort to advance the project.</p> <p>The Hibernia to Struble Trail project is the first of several recommended trail projects in the Strategic Action Plan for the Brandywine Creek Greenway. The models for interpretive signage, off-road trail specifications, and on-road design specifications can be transferred to similar multi-use trail projects within the Greenway - such as the Brandywine Trail in East Bradford Township, and the Chester Valley Trail.</p>		

(County Use Only):

**Chester County Vision Partnership Program
Grant Application Form**

Criteria 4: Multi-municipal versus single municipality project. (Indicate multi-municipal participants if applicable.) <i>Please limit your answer to the space provided.</i>	Weight	Score
	10	
<p>This is a multi-municipal project including: East Brandywine Township (lead); West Brandywine Township; and Uwchlan Township.</p>		

(County Use Only):

Criteria 5: Age of current comprehensive plan; urgency of project in achieving local planning goals. <i>Please limit your answer to the space provided.</i>	Weight	Score
	5	
<p>The East Brandywine Township comprehensive plan was completed in 2009. The Struble Trail, located across the Brandywine Creek in Uwchlan Township, is the principal trail opportunity proximate to our Township for passive recreation. As shown on Map 15, our Township envisions a main "spine" trail running essentially east/west. Several segments along the route have been secured through land development approvals, acquisitions, or trail easements. Local trails provide access to the spine from residential developments and Guthriesville village. A paved trail was recently installed along the spine in the Township's southern end on the Cumberland Ridge tract. East-West trail connections are also envisioned in the West Brandywine Township comprehensive plan (2005) on map 8-1. Two public workshops were held in March and August this year to obtain public comments on the East-West Trail concept in East and West Brandywine Townships. We would like to build upon the progress and public support that has occurred over the recent months, and partner with our neighboring municipalities to craft a Plan for the East-West Trail.</p>		

(County Use Only):

**Chester County Vision Partnership Program
Grant Application Form**

Criteria 6: Public participation process and plan for involvement of elected officials. <i>Please limit your answer to the space provided.</i>	Weight	Score
	5	
<p>A study committee will be formed with broad representation from the community including two representatives from each partnering municipality - one Planning Commission member and one Board of Supervisors member. Four study committee meetings will be publicly advertised and open to the public. Minutes from the meetings and draft documents will be posted on the municipal partners' websites.</p> <p>Special public meetings will be scheduled at three milestones in the project to present draft materials and solicit feedback.</p>		

(County Use Only):

Criteria 7: Completeness of application submission; detail, quality and format of scope of work, and (where applicable) qualification of the consultant for work proposed. <i>Please limit your answer to the space provided.</i> (Note: Please attach scope of work (in the format required by Section 6.3.C) and consultant qualifications separately.)	Weight	Score
	20	
<p>We have met with Chester County planning and transportation staff to discuss the merits of this project. Stakeholders have been assembled, matching funds are pledged, we have letters of support, and we have a realistic timeline that will allow us to complete this Plan by the June of 2017.</p> <p>The Detailed Scope of Work outlines the necessary tasks for a Request for Proposal (RFP) so that a qualified Trail Planning/Design Consultant can submit a valid and competitive proposal to perform the work. East Brandywine Township staff and Board members will work with Chester County staff to craft an RFP, obtain proposals, interview candidates, and select a Trail Planning/Design Consultant who is qualified and has experience working with PennDOT and County transportation staff. The scope will generally follow the DCNR model scope of work for a trail study. This will position the project favorably to receive funding from various state programs for design and construction in the future.</p>		

(County Use Only):

**Chester County Vision Partnership Program
Grant Application Form**

Criteria 8: Funding support, cost effectiveness, and economic factors - higher municipal matching funds; ability to leverage other grants; cost of project versus what it will achieve; economic need of municipality. <i>Please limit your answer to the space provided.</i>	Weight	Score
	15	

Matching funds, totaling \$15,000, will be provided by: East Brandywine Township (\$7,000); West Brandywine Township (\$7,000); and Uwchlan Township (\$1,000). According to the 2010 Census: the population of East Brandywine Township was 6,742; West Brandywine Township was 7,394; and Uwchlan Township was 18,088. This project will directly improve recreational opportunities for over 32,000 residents in our municipalities and for all Chester County residents who use the Hibernia Trail and the Struble Trail. This 9-mile trail will connect 2.5 miles of the Struble Trail with 1.3 miles of the Hibernia Trail to create a broader multi-modal network of 12.8 miles. Our municipalities will leverage local and grant funds to secure funding for future design, engineering, and construction.

(County Use Only):

Consistency with MPC (Grant Manual Section 6.3.B.3): For projects adopted under the Pennsylvania Municipalities Planning Code, include a brief narrative describing how the project will comply with the requirements of the MPC, including applicable MPC section references.

(County Use Only):

SUBMITTAL INSTRUCTIONS

Applications shall be submitted via email (selks@chesco.org), USPS mail, or in person (Chester County Planning Commission, 601 Westtown Rd., Suite 270, PO Box 2747, West Chester PA 19380, Attn: Susan Elks). Complete applications shall include:

- Grant Application Form (Appendix A)
- Scope of Work (see Section 6.3.C)
- Municipal Letter of Commitment (see Section 6.3.D)
- Municipal Endorsement Letters – *only for multi-municipal projects* (see Section 6.3.E)
- Consultant and Lead Planner Qualifications – *if applicable* (see Section 6.3.F and Section 4.2.F)

PLEASE NOTE

The completed fillable PDF application form **MUST** be submitted via email (selks@chesco.org) in its original fillable format (signature not required).

SCOPE OF WORK

1.0 Project Tasks

1.1 **Task 1 - Project Management / Administration**

Prepare an initial project schedule with key milestones, including necessary meetings with the Study Advisory Committee (SAC). The consultant will maintain and monitor the schedule and budget on a monthly basis. The consultant will submit monthly status reports and invoices to East Brandywine Township and the Chester County Planning Commission.

Deliverables: Initial project schedule; Monthly status reports and invoices

1.2 **Task 2 - Existing Conditions Inventory and Data Collection**

The consultant will review and analyze the following readily available data to identify opportunities and constraints for implementing the East/West Trail:

- **Relevant Plans and Studies:** Review previous and current plans related to the East/West Trail, such as Municipal Comprehensive Plans, *Brandywine Greenway Strategic Action Plan*, land development plans, and PennDOT Right-of-Way plans.
- **Base Map:** Develop a base map illustrating existing conditions using readily available data and an aerial image background. The base map will incorporate available GIS data from the Chester County Planning Commission, such as parcels, contours, streams, parks, open space, roads, bus routes, sidewalks, existing and planned trails, and cultural features. Additionally, the base map will identify key destinations for walking and biking trips along the corridor and potential regional trail connections beyond the project area.
- **Field Inventory:** Conduct a field visit to inventory existing transportation facilities, key land uses, environmental features, cultural features, and other visible physical features. The field visit will include inventorying existing trails and pedestrian facilities, as well as roadway travel lanes and shoulder areas. Photographs will be taken to document existing features, opportunities, and constraints.

Deliverables: Summary of opportunities and constraints related to implementing the East/West Trail; Base map depicting the existing conditions inventory

1.3 **Task 3 – Bicycle and Pedestrian Facilities Conceptual Plan**

The Consultant will develop a colored schematic conceptual plan for bicycle and pedestrian facilities for segments of the East-West Trail corridor identified on the attached map as “Task 3 – Conceptual Plan.”

The conceptual plan exhibit will be based on available aerial photography and

information gathered during Task 2 - Existing Conditions Inventory. The conceptual plan will include the type, width, surface and horizontal geometry of bicycle and pedestrian facilities, as well as pavement markings and signage. It may also include access management and traffic calming features, fencing/barriers, and other streetscape elements to create a safe and comfortable environment for walking and biking along the trail.

The conceptual plan will highlight improvements for key intersections, trail crossings, and trail bridges. The Consultant will present a draft conceptual plan to the SAC, PennDOT, Chester County, and the public and refine the plan based on their input. The final conceptual plan will be appropriate for presenting to other interested stakeholders, including PennDOT, property owners, and the public.

Deliverables: Draft and final conceptual plan of bicycle and pedestrian facilities for selected segments of the East-West Trail

1.4 Task 4 – Shared Roadway Design Treatments and Guidelines

The Consultant will identify appropriate design guidelines and standards for signage and striping of shared roadway bicycle (and pedestrian) facilities for segments of the East-West Trail corridor identified on the attached map as “Task 4 – Design Guidelines.”

The consultant will identify and evaluate design options for on-road bicycle (and pedestrian) facilities using existing roadways. Options to be evaluated include, but are not limited to: striped travel lanes/shoulders, striped bicycle lanes, sharrow pavement markings, bicycle boulevard signage and pavement markings, share the road signage, and wayfinding signage. The Consultant will present design guidelines in a graphical format as a typical sections with text descriptions. The Consultant will present draft options to the SAC and public for their input and selection of preferred design treatments. For the preferred design treatments, the consultant will prepare order of magnitude cost estimates and recommended next steps that will be included in the Implementation Plan (See Task 6).

Deliverables: Typical section(s) and text description(s) of shared road roadway facilities for the selected segments of the East-West Trail corridor

1.5 Task 5 – Alignment Evaluation and Property Owner Engagement

The Consultant will evaluate preliminary alignments for trail segments shown on the attached map as “Task 5 – Alignment Evaluation.”

The Consultant will coordinate with key property owners, sponsor municipalities, and the SAC regarding potential alignments and trail features. (See Task 7.) The Consultant will identify key constraints and opportunities to implementing the preliminary alignments. The Consultant will identify a preferred alignment for the trail segments based on input from the SAC, property owners, and public. The Consultant will identify key next steps and potential phasing that will be included in the Implementation Plan (See Task 6).

Deliverables: Summary text and map depicting the preferred alignment and trail features for the selected segments of the East-West Trail corridor

1.6 Task 6 – Implementation Plan and Funding Strategy

The Consultant will develop an implementation plan, with a particular focus on providing a realistic funding strategy for advancing the recommendations from Task 3 – Bicycle and Pedestrian Facilities Conceptual Plan and Task 4 – Shared Roadway Design Treatments and Guidelines. This implementation plan will serve as a blue print for the municipalities to implement the identified bicycle and pedestrian facilities. The Consultant will identify how the bicycle and pedestrian facilities can be segmented into specific capital projects that can be implemented in a phased approach over time. For each capital project, the consultant will identify the priority level, responsible parties, potential timeframes for implementation, next steps, and opinions of cost and potential funding sources, as further described below.

- **Opinions of Cost:** The Consultant will develop order of magnitude cost estimate by phase (i.e. design, right-of-way, utilities, and construction) for the recommendations from Task 3 – Bicycle and Pedestrian Facilities Conceptual Plan and Task 4 – Shared Roadway Design Treatments and Guidelines. These estimates will reflect rough approximations of material quantities and unit costs from recently bid similar projects. The estimates will be appropriate for budgeting purposes and to pursue future grants.
- **Funding Strategy:** The Consultant will identify potential funding sources and grant opportunities for property acquisition, design, and construction of the improvements. For each viable grant opportunity, the Consultant will identify next steps to build support for project funding and position the project to be successful in competitive application processes. Additionally, the Consultant will identify key information and materials that may be necessary for grant applications, based on previous guidelines. The funding strategy will be presented in the Final Report.

Deliverables: Implementation plan in tabular or graphical format, including a summary of opinions of cost and the funding strategy

2.0 Public Participation, Meetings, and Hearings - Public Involvement (Task 7)

The Consultant will facilitate the stakeholder and public meetings outlined below and summarize the public involvement activities in the Final Report.

2.1 Study Advisory Committee (SAC)

The Consultant will prepare materials and facilitate up to four SAC meetings. The SAC will include one elected official and one other representative from each of the three participating municipalities and a representative from the Chester County Planning Commission.

2.2 Public Meetings

The Consultant will prepare materials and facilitate up to three public meetings to present draft materials and solicit feedback.

2.3 PennDOT Coordination Meeting

The Consultant will facilitate one technical coordination meeting with representatives of PennDOT District 6-0 to review the draft conceptual plan for bicycle and pedestrian facilities on the state owned roadways along the East-West Trail corridor.

2.4 Alignment Evaluation/Property Owner Coordination Meetings

The Consultant will facilitate two coordination meetings with key stakeholders for the segments of the East-West Trail corridor identified in Task 5, including representatives from the major property owners. The Consultant will also conduct individual meetings with key property owners to discuss trail alignments and design features for the selected segments.

2.5 Online Community Engagement

To complement the public meetings, the Consultant will post draft materials online and provide an opportunity for members of the public to review and offer comments electronically.

Deliverables: Presentation materials for SAC, PennDOT, property owner, and public meetings

3.0 Products - Draft and Final Report (Task 8)

The Consultant will prepare a Draft and Final Report with text, pictures, maps, conceptual plans, and tables to summarize Tasks 2—7. The Draft and Final Report will be concise and focused on presenting a blueprint for implementation of the recommended bicycle and pedestrian facilities and trail connections. The Draft Report will be circulated to the SAC and posted for public comment and review. The Consultant will revise the Draft Report based on SAC and public comment and produce a Final Report for municipal acceptance.

Deliverables: PDF of the Draft Report for SAC and public review; Ten hard copies and a PDF of the Final Report

4.0 Timetable for Completion of Tasks

Assuming a 2016 Round 1 VPP grant award and July 2016 start-up, the proposed timeline for completion of the East-West Trail Plan is as follows:

July 2016 – October 2016

Prepare and issue RFP; review proposals; consultant interviews; sign contract.

October 2016 – November 2016

Task 2 - Existing Conditions Analysis
Study Advisory Committee Meeting #1
Public Meeting #1

November 2016 – December 2016

Task 3 – Bicycle and Pedestrian Facilities Conceptual Plan
Task 4 – Shared Roadway Design Treatments and Guidelines
Task 5 – Alignment Evaluation and Property Owner Engagement
Study Advisory Committee Meeting #2 and #3
Public Meeting #2

January 2017 – February 2017

Task 6 – Implementation Plan and Funding Strategy

March 2017 – April 2017

Task 8 – Draft and Final Report
Study Advisory Committee Meeting #4
Public Meeting #3

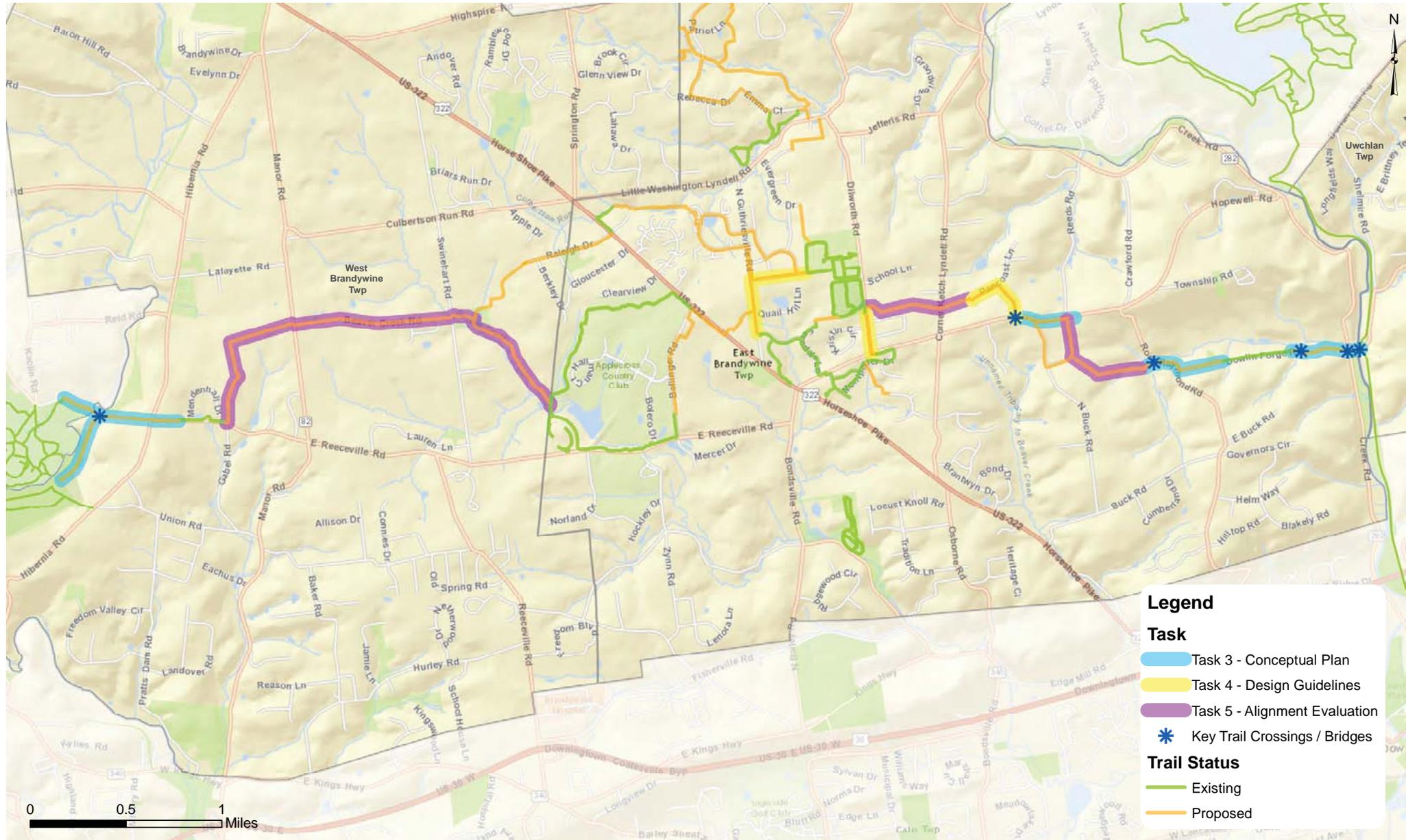
May 2017 - June 2017

Board of Supervisors review and adoption process.

5.0 Cost Summary

Task	Cost
Task 1 - Project Management	\$ 1,200
Task 2 - Existing Conditions Analysis	\$ 6,000
Task 3 - Bicycle and Pedestrian Facilities Conceptual Plan	\$ 13,000
Task 4 - Shared Roadway Design Treatments and Guidelines	\$ 3,000
Task 5 - Alignment Evaluation and Property Owner Engagement	\$ 4,500
Task 6 - Implementation Plan and Funding Strategy	\$ 7,000
Task 7 - Public Involvement	\$ 8,000
Task 8 - Draft and Final Report	\$ 7,000
Expenses	\$ 300
TOTAL	\$ 50,000

East - West Trail: Scope of Work



Service Layer Credits: Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community, DVRPC, Chester County, Brandywine Conservancy

**Chester County Vision Partnership Program
Grant Application Form**

Legal Understanding

The East Brandywine Township hereby applies to the Chester County Board of Commissioners for a grant in the amount of \$35,000, representing 70% of the total eligible project cost.

As the authorized municipal representative, I hereby submit the preceding data and information in support of our application. I understand the rules and procedures as written in the *Vision Partnership Program Planning Grant Manual*, as revised, and agree to be bound thereby. Further, if awarded a grant, I specifically agree to execute and deliver a Grant Contract, on forms provided by the County. I agree with the grant reimbursement process and the procedure for non-compliance as described in Section 9.0 of the *Grant Manual*.

Endorsement:

3/2/2016
Date


Signature

Jay G. Fischer, CHAIRMAN of BOARD of
Name & Title: Chairman/President of Governing Body SUPERVISORS

County Use Only

Application Received: _____ Application Score: _____
CCPC Review Date: _____ Contract Start Date: _____
Commissioner Approval Date: _____ Contract End Date: _____

RESOLUTION 05 of 2016
Chester County Vision Partnership Program Grant
Multi-Municipal East/West Trail Bicycle and Pedestrian Facilities Plan
Chester County, Pennsylvania

WHEREAS, the Commissioners of Chester County have established a Vision Partnership Grant Program to be utilized by the municipalities of Chester County; and

WHEREAS, the grants may be used to foster multi-municipal planning efforts to effectively address planning issues facing Chester County municipalities; and

WHEREAS, the municipality of East Brandywine, Chester County, Pennsylvania desires to participate in the Vision Partnership Grant Program; and

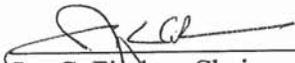
WHEREAS, the municipality will have available \$7,000 to complete this project;

NOW THEREFORE BE IT RESOLVED by the governing body of East Brandywine, Chester County, Pennsylvania, as follows:

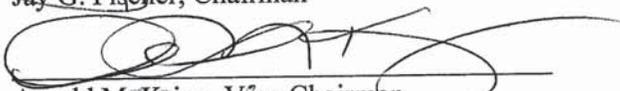
1. That the municipality of East Brandywine, Chester County, Pennsylvania hereby approves the filing of a multi-municipal application for Chester County Vision Partnership Grant Program assistance as lead municipality and in cooperation with West Brandywine Township and Uwchlan Township.
2. That Luke D. Reven, Assistant Township Manager, is hereby authorized and directed to file an executed Municipal Letter of Commitment dated February 17, 2016 with the Chester County Planning Commission.

Duly presented and adopted by the Governing Body of East Brandywine in a public meeting held this 17th day of February, 2016.

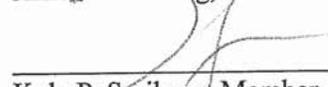
BY THE BOARD OF SUPERVISORS OF
EAST BRANDYWINE TOWNSHIP



Jay G. Fischer, Chairman

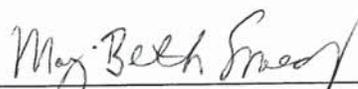


Arnold M. Kring, Vice-Chairman



Kyle P. Scribner, Member

Attest:



Mary Beth Smedley
Township Secretary/Treasurer
East Brandywine Township



East Brandywine Township

1214 Horseshoe Pike
Downingtown, PA 19335

Telephone (610) 269-8230 Fax (610) 269-4157

Board of Supervisors

Jay G. Fischer, Esq.
Chairman

Arnold M. Kring
Vice-Chairman

Kyle P. Scribner
Member

Office Hours: Monday through Friday 9:00 a.m. to 5:00 p.m.

Scott T. Piersol, Township Manager

Luke D. Reven, Assistant Township Manager

Matthew T. VanLew, Township Roadmaster

Mary Beth Smedley, Township Secretary/Treasurer

Norann King, Zoning/Permit Administration

February 17, 2016

Ms. Susan Elks, AICP
Chester County Planning Commission
601 Westtown Road, Suite 270
West Chester, PA 19380-0990

Re: Municipal Letter of Commitment: Vision Partnership Program Grant Application for Multi-Municipal East/West Trail Bicycle and Pedestrian Facilities Plan

Dear Ms. Elks:

On behalf of the Board of Supervisors, please note that East Brandywine Township is fully committed to serving as lead municipality should our multi-municipal application for Vision Partnership Program Grant funding be awarded. Specifically, East Brandywine Township will:

1. **Form a task force for the project.** The task force will include municipal representatives from East Brandywine Township, West Brandywine Township, and Uwchlan Township. Representatives from East Brandywine Township will include individuals from the Board of Supervisors, Planning Commission, Township Staff, as well as members of our Trails Committee. A Chairperson will be elected from the multi-municipal task force to guide the task force through the planning process.
2. **Finance the project.** Our Board of Supervisors has committed \$7,000 from the FY 2016 Budget as a local match to partially fund the proposed work. As lead municipality, East Brandywine Township will pay consultant invoices, bill our partner municipalities for the appropriate portion of the local match, and file for reimbursement within ninety (90) days of acceptance of the project by all three municipalities.

Lastly, a note on the proportional share of financial commitment for our multi-municipal grant application: Our proposal includes letters of financial commitment from our partners that total \$15,000: East Brandywine Township, \$7,000; West Brandywine Township, \$7,000; and Uwchlan Township, \$1,000.

We look forward to continuing to work with the Chester County Planning Commission. Please direct any questions regarding this letter or our application to Luke Reven, Assistant Township Manager, at (610) 269-8230 or lukereven@ebrandywine.org.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'JG Fischer', written over a horizontal line.

Jay G. Fischer, Chairman
Board of Supervisors

Cc: Board of Supervisors, West Brandywine Township
Board of Supervisors, Uwchlan Township

West Brandywine Township

Board of Supervisors

O. Douglas Smith – *Chairman*

Joseph M. Morris – *Vice-Chairman*

John W. Cassels, Jr. – *Member*

Dale Barnett – *Township Manager*

February 18, 2016

Mr. Luke Reven, Assistant Manager
East Brandywine Township
1214 Horseshoe Pike
Downingtown, PA 19335

**Re: East/West Trail Bicycle and Pedestrian Facilities Plan
Vision Partnership Program Grant Proposal – Letter of Support**

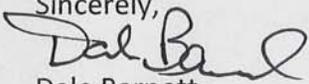
Dear Mr. Reven:

On behalf of the Board of Supervisors, West Brandywine Township is pleased to endorse East Brandywine Township's grant submission to the Chester County Vision Partnership Program requesting \$35,000.00 to complete the East / West Trail Bicycle and Pedestrian Facilities Plan. This multi-municipal project includes East Brandywine Township, West Brandywine Township, and Uwchlan Township and will be a critical step towards implementing a regional facility that would connect Hibernia County Park trails to the County's Struble Trail and trails in Marsh Creek State Park in Uwchlan Township.

We fully support your effort and are committed to a \$7,000.00 cash match for the project. We will also participate in the work program by designating representatives from the Board of Supervisors and Planning Commission to serve on the task force.

We wish you success in your efforts to secure your grant.

Sincerely,



Dale Barnett

Township Manager

CC: WBT Board of Supervisors
Uwchlan Township Board of supervisors
WBT Planning Commission
WBT Open Space Review Board
File

Uwchlan Township

715 North Ship Road
Exton, PA 19341-1940

(610) 363-9450 FAX (610) 363-0518

Chester County, Pennsylvania
www.uwchlan.com

March 1, 2016

Mr. Luke Reven, Assistant Manager
East Brandywine Township
1214 Horseshoe Pike
Downingtown, PA 19335

**Re: East/West Trail Bicycle and Pedestrian Facilities Plan
Vision Partnership Program Grant Proposal - Letter of Support**

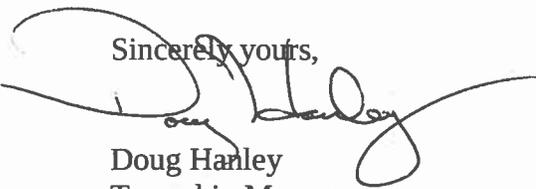
Dear Mr. Reven:

At its public meeting on March 14, 2016, the Board of Supervisors of Uwchlan Township will consider approving a motion to support East Brandywine Township's grant submission to the Chester County Vision Partnership Program requesting \$28,000 to complete the East/West Trail Bicycle and Pedestrian Facilities Plan (the "Project"). Further, the Board will consider contributing a total of \$1000.00 as matching funds to the planning stage of the Project. Uwchlan Township is not committing additional funds to the Project at this time and this initial support does not imply that additional funds will be committed to planning, design, implementation or construction in the future.

We understand this multi-municipal project will include East Brandywine Township, West Brandywine Township and Uwchlan Township and will be a critical step towards implementing a regional facility that would connect Hibernia County Park trails to the County's Struble Trail, the Uwchlan Trail and trails in Marsh Creek State Park in Upper Uwchlan Township.

Uwchlan Township supports East Brandywine Township's effort in leading the Project and will consider committing to a \$1,000 cash match for the Project. If the Board approves, we will participate in the planning stage by designating Township representatives to serve on the proposed Study Advisory Committee.

Sincerely yours,



Doug Hanley
Township Manager

Cc: Uwchlan Township Board of Supervisors
West Brandywine Township Board of Supervisors