



**Safe and Active School Travel Program**  
Mini-Grant Pilot Guidelines

## Overview

The City of North Vancouver is piloting mini-grants for public schools through its Safe and Active School Travel Program (SASTP). The mini-grants support more grassroots programming by schools to help realize SASTP's vision of making active transportation and transit the preferred way to get to and from school. Each public school in the City of North Vancouver can apply for mini-grant funding up to \$500 per school for the 2023/24 school year. The City of North Vancouver will assess the effectiveness of this pilot to determine if it will continue in the 2024/25 school year.

The purpose of the mini-grants is to encourage and help schools (whether through the Parent Advisory Committee (PAC), other school parent volunteers, school administration or teachers) implement school-based education, engagement programs, or events that encourage safe and active travel (walk, bike, roll, and transit) to and from school.

## Eligible activities

- Celebration or promotional event such as Walk & Roll Event
- Skills and safety training
- Repair workshops
- Active travel field trips
- Walking or Bike School Bus
- Food and prize incentives for events
- Bike rodeos
- Bicycle or skateboard lending library
- Unique initiatives that meet the vision and goals of SASTP

Projects must be free, accessible, and welcoming to all students. Projects that build the capacity of the school community and sustain an active transportation culture are preferred.

## Who can apply?

- A PAC representative or other parent volunteer with the support of the school principal
- A school administrator, educator, or administrative staff with support of the school principal

Applications are welcomed from all public schools in the City of North Vancouver, including elementary and secondary. Please submit a maximum of one application per school for the 2023/24 year. School representatives are also welcomed to collaborate with other City schools to initiate the same program at multiple schools. However, each school should submit separate application forms for their portion of expenses. Maximum funding available is \$500 per school.

## Key dates and submission requirements

The City of North Vancouver will accept applications on a rolling basis until **Friday, October 27, 2023**, for projects to take place from the date of approval until June 14, 2024. Approved mini-grant funding will be distributed by cheque to the school representative.

All mini-grant funded programs must take place in the school year for which the application is submitted. Schools will be required to submit a Reporting Form that includes photographs along with signed Photography and Video Waiver & Release Forms for all kids and adults pictured in the photos. Reporting Forms, including photographs and signed Photography and Video Waiver & Release Forms, need to be submitted to the City by June 14, 2024.

For additional information, including questions, please reach out to [transportation@cnv.org](mailto:transportation@cnv.org).