

AARP AND WALKABLE AND LIVABLE COMMUNITIES INSTITUTE ACTIVE LIVING WORKSHOP

BACKGROUND

AARP is a national non-profit, non-partisan organization for people 50 and older with a Vermont state office located in Burlington. AARP is dedicated to enhancing quality of life for all as we age. We lead positive social change and deliver value to members through information, advocacy and service. Since 2006, AARP Vermont has led efforts in the state to promote livable communities for older residents. AARP defines a livable community as one that has affordable and appropriate housing, supportive community services, and adequate mobility options, which together facilitate personal independence and the engagement of residents in civic and social life.

AARP Vermont is collaborating with Dan Burden of the Walkable and Livable Communities Institute to implement Active Living Workshops in two Vermont communities in 2011. The objectives of these workshops are to help participants recognize how planning and community design influence successful aging, health, and overall livability; give participants an expanded toolkit to draw from to build healthier neighborhoods; and help them better understand how sustainable transportation and land-use patterns work together. An emphasis will be made on Complete Streets principles and how they can be practically applied within the community.

AARP Vermont will pay for implementation of a one-day Active Living Workshop with the following components delivered by Dan Burden of the Walkable and Livable Communities Institute:

- Walking audit of up to two locations to identify conditions that affect active living, social connectivity and access to daily needs;
- Documentation of walk audit observations with photography and field notes that will be provided to the community;
- Photomorphs of possible streetscape changes using photos taken during the audit;
- Classroom-style sessions with stakeholders to identify community challenges and identify possible solutions;
- Evening public presentation to deliver observations from the day and garner buy-in from residents, stakeholders and elected officials;
- Technical memorandum that summarizes findings and recommendations to help the community become more walkable and livable. Recommendations will include no-cost and low-cost options as well as short to long term options.

AARP Vermont will provide the following support for the workshop and post-workshop activities:

- Fees for space, refreshments and other logistical items needed to implement the workshop.
- Paid media and other publicity to turnout residents and provide visibility for the workshop.
- Coordination with local point people to identify audit location, stakeholders, venues, and other planning issues prior to the workshop.
- Convening stakeholders and residents to prioritize recommendations and develop implementation plan (coordination, meeting space, food, advertising, invitations).
- Public support from AARP for implementation of recommendations including letters of support, local level advocacy, and communications with AARP members.

- Up to \$3,000 grant towards implementation of one or more of the workshop recommendations.

The applicant, identified partners, and selected community must commit to coordinating with AARP and providing assistance with logistics for implementation of the Workshop and follow-up activities. Examples of this support include help with outreach, identification of audit locations, identification of venues and local vendors for meetings and events, and identification of additional local partners to ensure a successful Workshop.

Two communities will be selected in 2011 with an estimated value of the workshop, grant and AARP support at \$15,000 per community. Workshops must be implemented in 2011 and the \$3,000 grant must be disbursed by December 31, 2011. This is a one-time opportunity with no further expectation or commitment of additional funds.

The Active Living Workshops are intended to educate and inspire community leaders and residents to improve livability, walkability and active transportation. More information about AARP's vision of livable communities can be found at http://assets.aarp.org/rgcenter/il/beyond_50_communities.pdf. More information about Dan Burden and the Walkable and Livable Communities Initiative can be found at <http://www.walklive.org/>.

For more information about this program or guidance on how to complete a competitive application, contact Jennifer Wallace-Brodeur at 802-951-1313 or jwbrodeur@aarp.org or Greg Marchildon at 802-951-1306 or gmarchildon@aarp.org.

ELIGIBILITY

Statewide, regional and local government entities and non-profit organizations are eligible to apply. Statewide and regional organizations must specify a municipality in which project activities will take place and demonstrate a commitment from local officials and partners to participate in the Workshop and follow-up activities.

AARP will not fund the following types of proposals, activities, or organizations:

- Partisan or political activities
- Studies with no follow-up action
- Publication of books or reports
- Acquisition of land and/or buildings
- Research and development for a for-profit endeavor
- Individuals
- For-profit entities

Community matching funds are not required. However, applicants are encouraged to describe sources of funding they will use to implement the Workshop, further educate and engage community members, or implement Workshop recommendations. As described above, the applicant along with other local partners are required to assist with implementation of the Workshop and follow-up activities.

PROPOSAL REQUIREMENTS

- Applicants must comply with these requirements, including without limitation the eligibility requirements.

- Applicants must submit an online proposal to jwbrodeur@arp.org with all pertinent information.

DEADLINE

All proposals should be **received** by 4:30 p.m. Eastern Time on Friday, July 22, 2011 to be eligible for consideration.

COMMUNITY SELECTION

Communities will be selected by a panel with expertise in aging issues, community development, public health, and livable communities.

In general, successful projects will demonstrate strong municipal leadership, diverse buy-in from the community, and a clearly expressed desire for change and the need for a catalyst to get started. More specifically, the judging for the program will be evaluated based on a weighted point system for a total of 100 overall points. Successful applicants will have:

- Articulated how the community as a whole or a section of the community stands to benefit from an active living workshop (20 points);
- Described their community and local conditions that demonstrate a clear, reasonable chance of creating successful programs or projects as a result of the Active Living Workshop (30 points);
- Identified linkages to future projects, town planning documents, and municipal investments (20 points);
- Identified ways to work with AARP to implement recommendations and ways to engage residents in the process (10 points);
- Demonstrated buy-in by key members of the community and description of partners to assist with Workshop implementation and follow-up activities (20 points).

Letters of support are required from:

- Town Manager or Mayor
- Select Board
- Area Agency on Aging director
- Vermont Department of Health District Office staff or leadership of local public health coalition
- Staff or Chairperson of Downtown Partnership (if applicable) OR business representative such as local Chamber of Commerce or influential local employer.

Other letters of support are encouraged to demonstrate community buy-in for the project. Examples include the public works director, town planner, Planning Commission or DRB, and Regional Planning Commission.

Panelists may consider additional factors in the selection of successful applicants including interviews with the selection panel and finalists.

NOTIFICATION

Selected applicants will be notified by telephone, email or overnight courier. Potential selected applicants must execute and return a Letter Agreement to the Vermont state office of AARP within seven (7) days of notification. Noncompliance with this time period may result in disqualification, and the applicant with the next highest score will be selected.

ADDITIONAL TERMS AND CONDITIONS

All decisions by AARP regarding the eligibility of participants and the validity of entries shall be final and binding. All submissions will be judged by AARP whose decisions and determinations as to the administration of the application process and selection of communities shall be final. All submissions shall be the sole property of AARP and none will be returned. AARP reserve the right, in its sole discretion, to cancel, or suspend implementation of the Active Living Workshop. Except where prohibited by law, participation in the Workshop constitutes the Applicant's consent to AARP's use of his/her name, street address, city, state, zip code, county, likeness, photograph, video and image, and statements made by the Applicants regarding the Workshop for promotional purposes in any media without further permission, consent, payment or other consideration.

AARP and its respective affiliates, parents, subsidiaries, agents and employees are not responsible for late, lost, illegible, incomplete, stolen, misdirected, illegitimate, or impermissible submissions or mail; postage due mail; or any other error whether human, mechanical or electronic.