



SOUTHWEST MICHIGAN PLANNING COMMISSION

185 East Main Street, Suite 701, Benton Harbor, MI 49022

Phone: 269-925-1137 • Website: www.swmpc.org

September 28, 2010

Tri-County Bicycle Association
The DALMAC Fund Committee
Attn: Chair Steven Leiby

Mr. Leiby,

Per the request of The DALMAC Fund, I submit this grant report to inform you that the Bicycle Safety Program developed by the Southwest Michigan Planning Commission has been completed for the 2010 season.

Per our grant request we were able to purchase:

1. 250-First Aid Kits
2. 250-Safety Lights
3. 250-Helmet Reflectors
4. 250-Reflective Arm Bands
5. 60-Bicycle Helmets
6. *The 12 bicycle locks were not purchased because they were no longer available at the quoted price reflected in the grant application.

Each participant was given a small bag to place their items in which included the following:

- First aid kit
- Safety light
- Helmet reflector
- Reflective arm band
- Certificate of Achievement-developed by the League of Michigan Bicyclists
- Choosing the Right Size Bicycle for your Child-LMB
- Share the Road Brochure-SWMPC developed brochure
- Bicycle Registration Card-LMB
- Can You Read These Road Signs-LMB
- Bicycle Parts Diagram/Bicycle Inspection Check List-AAA Michigan

The total grant money requested was in the amount of \$2,000.00. With the purchase of these materials and the shipping cost, total money spent was \$1,980.69. This left a remaining balance of \$19.31. On August 4, 2010, I contacted you and asked if the remaining grant money could be used to reimburse the SWMPC for the purchase of event materials such as stickers, pencils or spray chalk to outline the course. I was given notice that this would be appropriate and had our Business Administrator apply these remaining funds to the purchase of spray chalk. See attached letter dated September 23, 2010 from Nancy Perry, Business Manager.

This was the first year that the SWMPC went to locations and held free events for the public. This was the breakdown of participants at each location:

- Edwardsburg (Cass County)-No participants
- South Haven (Van Buren County)
 - 5 children
 - 7 adults-either watched or assisted their child
- Covert (Van Buren County)
 - 2 children
 - 3 adults-either watched or assisted their child
- Lawrence (Van Buren County)
 - 25 children
 - 12 adults-either watched or assisted their child
 - 1 police officer
- Mattawan (Van Buren County)
 - 15 children
 - 12 adults-either watched or assisted their child
 - 3 assistants
- Berrien Springs (Berrien County)
 - 3 children
 - 1 adult-either watched or assisted their child
 - 1 police officer
- Three Oaks (Berrien County)
 - 5 children
 - 2 adults-either watched or assisted their child

Total outreach effort reached 90 people. While we were hoping to reach a larger total population, for the first year, we are quite pleased. There are many items that were not distributed that were purchased with grant money from The DALMAC Fund, and with the Fund's permission, we would like to keep these materials for next year's Bicycle Safety Program and state that the items purchased were made possible by the DALMAC Fund.

For your convenience, I have included CD's of photographs from each of the Bicycle Safety events, publications promoting the program and program flyers that we created to place on the website to show what our Bicycle Safety Program looked like.

Should you require additional materials to document how the grant money was used, we would be happy to supply that to you in a timely manner.

Sincerely,

Suzann Flowers and Anna Rahtz
Enclosure



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September 23, 2010

To Whom It May Concern:

Please find the detail of the Bike Safety Grant expenditures to date:

Grant received – June 2010		\$2,000.00
Expenses paid as follows:		
June – Prorider Inc by SWMPC credit card – Helmets	\$ 297.00	
July – 4 Imprint by SWMPC credit card – First aid kits	\$470.34	
Reflective Arm/ Pant straps	730.33	
Helmet reflectors	226.68	
Flashing light	<u>256.34</u>	1,683.69
July – Utility Safeguard – Spray chalk	<u>19.31</u>	<u>2,000.00</u>
Balance remaining in grant monies received		\$ <u>0.00</u>

If further information is needed, please feel free to contact our office.

Sincerely,

Nancy Perry
Business Manager

CYCLING SAFE IN THE SOUTH COUNTY



John Madill / H-P staff

Six-year-old Taylor Volstorf tries to keep her foot off the ground as she competes in a race with 10-year-old Manny Amigon to see who can go the slowest Tuesday in Three Oaks. A bicycle safety program is being conducted this summer in the area by the Southwest Michigan Planning Commission. Still to come are programs at 1 p.m. on Friday in Covert; 11 a.m. Monday in Berrien Springs; 1 p.m. Aug. 21 in South Haven, and 10:30 a.m. Aug. 26 in Edwardsburg. Each program will be held at the community's public library.

CASS DISTRICT LIBRARY

Bicycle safety awareness Aug. 26

The Southwest Michigan Planning Commission's (SWMPC) Bicycle Safety Program is coming to the Edwardsburg Branch Library.

The free one-hour program will be on Thursday, Aug. 26, from 10:30-11:30 a.m.

During the first portion of the program young cyclists will learn basic bicycle safety skills.

Then they will practice their learned skills on an obstacle course ride outdoors. Please bring your bicycle helmet, bicycle and signed

permission slip (permission slips are available at the library).

Wear tennis shoes and pants or shorts to the program.

This program is brought to you by Cass District Library, Southwest Michigan Planning Commission and the DALMAC Fund.

The Edwardsburg Branch Library is located at 26745 Church St. in Edwardsburg.

For more information contact: Suzann Flowers at flowerss@swmpc.org or (269) 925-1137, ext. 17.