New Jersey Department of Transportation

Division of Local Aid and Economic Development

Program Description and Procedures for

Safe Streets to Transit Grant Program

June 2026

Overview

The New Jersey Department of Transportation's Safe Streets to Transit (SSTT) Grant Program provides funds to counties and municipalities to improve the overall safety and accessibility for mass transit riders walking to transit facilities, encourage mass transit users to walk to transit station and facilitate the implementation of projects and activities that will improve safety in the vicinity of transit facilities (approximately one-half mile for pedestrian improvements).

Transit authorities have expended considerable planning and engineering efforts to meet pedestrian needs in the interiors of transit stations. In many cases, little attention has been devoted to the pedestrian routes to and from stations.

Walking is the most environmentally friendly and low-cost way to get people to and from public transportation. When given sidewalks or traffic calmed streets to walk along, safe and convenient ways to cross streets, and a comfortable and attractive environment, most people are willing to walk farther to reach public transportation.

Walking is an important element of an integrated, intermodal transportation system. SSTT encourages the integration of walking into the public transportation system. More importantly, it enhances the ability of communities to invest in projects that can improve the safety and practicality of walking for everyday travel. *Pedestrian* includes not only a person traveling by foot but also any mobility impaired person using a wheelchair. Eligible pedestrian transportation facility projects may include all of the activities listed below.

Eligibility

Counties and municipalities are eligible for the SSTT grant program. A county or municipality may submit one application annually under the SSTT program. However, applications can be submitted under other Local Aid programs.

Allowable Costs

The following project related activities are eligible for funding:

- Construction, including construction inspection and material testing according to the Transportation Trust Fund Authority Act
- Preliminary and final design for municipalities eligible for Urban Aid or Depressed Rural Centers according to the Transportation Trust Fund Authority Act
- Per N.J.S.A. 27:1B-25.1, a grant recipient under the local aid program shall be permitted to expend up to five percent of its aid allotment for design purposes.

Typical Eligible Project

The following are examples of the type of work that are eligible for funding under the Safe Streets to Transit Program. Other types of work will be considered.

- Intersection safety improvements that eliminate pedestrian barriers
- Constructing new sidewalks, curb ramps, sidewalk widening and major reconstruction
- Safety enhancements for pedestrian access to transit stops
- Traffic control devices that benefit pedestrians
- Traffic calming measures
- Pedestrian signals and push buttons at key intersections
- Pedestrian oriented lighting
- Major sidewalk reconstruction

Ineligible Projects & Activities

- Education and enforcement efforts
- Planning studies
- Transit and shuttle services
- Bus stop shelters
- Maintenance operations
- Routine maintenance or repair of sidewalk
- Bicycle Projects (funding for bicycle facilities are available through other Local Aid grant programs)
- Engineering or right-of-way acquisition costs except for those deemed eligible pursuant to N.J.A.C 16:20B-4.2.
- Operating costs associated with any project.
- Planning
- The work of any local government entity's employees on any construction projects funded, in whole or in part, out of funds from the local aid program, per N.J.S.A. 27:1B-25.1

Application Guidelines

Applications must be made through the SAGE system (System for Administering Grants Electronically). Training and instructions on how to apply are available on the NJDOT Local Aid and Economic Development web site under Doing Business or through the following link: http://www.state.nj.us/transportation/business/localaid/sage.shtm

The major components of the application are the Scope of Work and the Data Sheet. The Scope of Work must include a narrative explaining how the project will meet each of the individual selection criteria described below. The Scope of Work page provides separate upload boxes for work narrative, a detailed cost estimate, and police reports. Applicants must include maps and are

encouraged to enclose photographs in order to depict what will be achieved. Answers to questions asked in the on-line SAGE application, and supporting documentation supplied by the applicant shall form part of the basis upon which the applications are scored. Applicants should answer all questions to the best of their ability; if a question is not answered or required supporting documentation is not supplied applicant will not receive points.

Municipalities applying for funds that impact a county road should contact the appropriate county officials in order to receive concurrence in the form of a supplemental agreement by resolution between the county and the municipality. Municipalities seeking funds that impact a state highway shall contact the appropriate Local Aid District Office for instructions on how to proceed.

An e-resolution must be submitted online using the New Jersey Department of Transportation's Project Management and Reporting System (PMRS), which can be accessed from the NJDOT Local Hub https://njdotlocalhub.com/local-aid-econ-dev/pmrs/. Once an application is submitted online through SAGE, the project will be created in PMRS. The engineer listed on the project application will be assigned to the LPA Project Manager role, and the LPA Project Manager will have the project in their court to start the Resolution and Agreement Execution Process (LAAE). After the LPA Project Manager completes their portion of the LAAE, the process will be directed to go to the Presiding Officer and then to the Clerk to capture the electronic signatures. The e-resolution submission must be completed within **30 days** of application submission in PMRS.

Project Selection Criteria

Projects will be evaluated and given priority based on the following criteria.

- **Proximity to transit facility**: The applicant should identify existing transit service in the vicinity of the proposed project. Although projects within 0.5 mile radius from a transit facility (rail station, bus stop or ferry terminal) will be given priority, projects within 1 mile of a transit facility will also be considered. Please provide a location map showing the transit node and the proposed pedestrian route that is the subject of the application. If a bus stop is shown, please provide the bus route number on the map or in the box provided for in the scope of work section.
- **Improved Safety**: The elimination of hazardous conditions to improve pedestrian safety. Examples of projects include, but are not limited to, the following:
  - elimination of pedestrian crossing barriers and hazardous conditions at street intersections on the pedestrian route to a rail station, bus stop or ferry terminal, such as installation of cross walks, curb ramps, etc.
  - projects that improve hazardous sidewalk conditions, such as major pavement reconstruction, etc.
  - projects that improve overall safety along pedestrian routes to transit including overall lighting levels, signage, way finding, etc.
  - projects that utilize FHWA Proven Safety Countermeasures https://highways.dot.gov/safety/proven-safety-countermeasures

- **Increased Accessibility**: Increase non-motorized accessibility for all existing and potential transit users, such as the following types of projects:
  - the construct of pedestrian routes where there currently are none
  - the construction of missing segments of sidewalks and missing curb ramps
- **Access to Schools**: The applicant should indicate if the proposal will improve access from the transit station or stop to any public or private school within the application's one mile radius. Location of school(s) should be identified on project location map.
- **Pedestrian Incidents:** The applicant should indicate if there were any pedestrian crashes or incidents on the project route over the last three years. If so, please provide the relevant police reports in the application.
- **Complete Street:** Applicants that have adopted Complete Streets Resolution and evidence of an Implementation Plan will receive additional consideration.
- **Targeted Urban Municipalities**: Applicants that are deemed Targeted Urban Municipalities will receive additional consideration.
- **Matching Funds**: The applicant should show any matching funds for the proposed project.
- **Prior Initiatives:** The applicant should indicate if other safety improvements utilizing their own resources to which this project is linked, were undertaken.
- **Equity Criteria**: Projects addressing equity criteria such as low-income earners and ethnic minorities will receive additional consideration. Projects addressing equity criteria such as those with less than a high school education, linguistic isolated individuals, individuals over the age of 64, individuals under the age of 18, and individuals with disabilities may receive additional consideration.
- **High Injury Network**: Projects located on the Target Zero Commission's High Injury Network may receive additional consideration

Project Selection Process

All submitted applications will be reviewed and rated by an appointed SSTT Program Review Committee. The review committee will be comprised of representatives from the New Jersey Department of Transportation and may include representatives of New Jersey Transit. The committee will make recommendations to the Commissioner of Transportation for consideration and approval.

The Commissioner will make the final decision on which projects will be funded and project sponsors will be notified of the outcome by mail. After grant approval notification, kick off meetings will be scheduled by Local Aid District staff to review the project and NJDOT's requirements. Project sponsors are expected to award the contract within 24 months from the date of grant notification.

Design Guidelines

All transportation related facilities must meet minimum AASHTO standards and the standards of the "Manual on Uniform Traffic Control Devices" (MUTCD). For construction and improvements to sidewalks, applicants must use the standards contained in the NJDOT Roadway Design Manual or the 2017 Complete Streets Design Guide. The Department requires the use of New Jersey licensed professionals in the planning and design of projects. Qualified historic architects or archaeologists should assess projects involving historic resources.

All municipalities and counties that accept federal or state funded grants from the NJDOT are required to comply with the provisions of title II of the Americans with Disabilities Act of 1990 (ADA) and with section 504 of the Rehabilitation Act of 1973 to the fullest extent possible. ADA guidance can be found on the NJDOT website at: https://www.state.nj.us/transportation/business/localaid/documents/ADA-FHWA.pdf

Program Administration

The Safe Streets to Transit Grant Program will be governed by the rules and provisions contained in N.J.A.C. 16:20B. The rules establish guidelines and procedures to be followed by counties and municipalities when administering contracts. In addition, the rules provide the requirements for preparing plans and specifications, contracts administration, contract completion and payment, state participation in cost as well as audit requirements. Detailed information on these requirements can be found in the State Aid Handbook.

The State Aid Handbook is available on the New Jersey Department of Transportation Division of Local Aid and Economic Development web site and can be accessed through the following link: https://www.state.nj.us/transportation/business/localaid/stateaid.shtm

Contact Persons:

For questions concerning all aspects of the program, please contact the appropriate District Manager listed below:

District 1

Roxbury Corporate Center
200 Stierli Court
Mount Arlington, NJ 07856
Phone: (973) 810-9120
Morris, Passaic, Sussex and Warren
Sussex and Warren

District 2

2 Gateway Plaza
283 – 289 Market Street, 10th Floor
Newark, NJ 07102
Phone: (862) 350-5730
Bergen, Essex, Hudson, and
Union

District 3

1035 Parkway Avenue
P.O. Box 600
Trenton, NJ 08625
Phone: (609) 963-2020
Hunterdon, Middlesex, Mercer,
Monmouth, Ocean and Somerset

District 4

One Executive Campus
Route 70 West, 3rd Floor
Cherry Hill, NJ 08002
Phone: (856) 414-8414
Atlantic, Burlington,
Camden, Cape May,
Cumberland, Gloucester, and Salem