



**Nomination Guidance:
Submitting for School Crossing Guard Program of the
Year (2019)**

The Florida Department of Transportation (FDOT) biennially recognizes a crossing guard program(s) that exemplifies the fields' professionalism and sense of responsibility for the safety of children in the community it serves. The Florida Department of Transportation's *School Crossing Guard Program of the Year Award* is presented every other year to crossing guard program(s) that have shown outstanding service in the support of pedestrian and traffic safety, and a dedication and commitment to the duty of crossing children's in a safe manner consistent with the crossing procedures and techniques outlines the uniform training guidelines.

Nominations may be submitted via the link above, e-mail to cgadministrator@dot.state.fl.us, via fax at 850-414-4221 or mail/deliver to (Attention: FSCGP) FDOT, Safety Office, 605 Suwannee Street- MS #53, Tallahassee, FL 32399-0450



The nomination deadline is December 31, 2019. Guidance is outlined below.

Must I use the formal application?

No, but you are encouraged to consider the criteria outlined in this guidance when nominating a guard or program for considerations.

What are the 3 Programs of the Year categories?

A program may be selected in each of the following categories: large agency, medium agency and small agency. Agency size is based upon population size.

- Large agency (85,000 +)
- Medium agency (35,000-84,999)
- Small agency (under 35,000)

The primary reference for the population figures is the 2018-19 Census Data.

What are the criteria that the selection committee will consider?

See the criteria that follows.

When will the winners be notified?

The FSCGTP Administrator will notify the respective agencies in early **January 2020** so as not to delay those local agencies from planning any local awards ceremonies. Announcement to the public is made on Crossing Guard Appreciation Day, 2/7/2020.

Compete the application by providing the following information:

How does the program cultivate professionalism among its trainers and guards? Considerations should include how the program:

- ✓ Fosters high moral among trainers and guards;
- ✓ Observes and mentors guards at assigned locations on a regular basis;
- ✓ Ensures trainers stay updated and provide current, interesting and relevant training for guards consistent with the uniform guidelines;
- ✓ Addresses guard and student safety;
- ✓ Consistently maintain good communication with guards to keep them informed, assist with problem solving, and solicit feedback.

How does the agency and community support its program? Considerations should include whether the supporting entity provides:

- ✓ Adequate funding for program requirements (i.e. personnel, gear, training, etc.);
- ✓ Public relations in support of community outreach and awareness of crossing guards;
- ✓ User-friendly program webpage that provides contact and program information;
- ✓ Agency involvement in pedestrian safety planning and operations through such entities as, but not limited to, school transportation and safety planning committees, Community Traffic Safety Team (CTST) and/or regional planning councils or metropolitan planning organizations (MPO's) and;
- ✓ Public recognition or commendation.

How has the program improved crossing safety through agency efforts and/or through contribution, cooperation, or partnership with other stakeholders as it relates to supporting the following components? Consider:

- ✓ Engineering – Instrumental in operational and physical improvements to the infrastructure that reduces potential conflicts with motor vehicle traffic surrounding schools and /or establishes safer and more accessible crossings, sidewalks and trails;
- ✓ Education of children and the public – Educating children in the important lifelong bicycling and walking safety skills and launching driver safety campaigns in the vicinity of schools;
- ✓ Encouragement – Using events and activities to promote walking and bicycling;
- ✓ Enforcement – Partnering with local law enforcement to ensure traffic laws are obeyed in the vicinity of schools (e.g., enforcement of speeds, yielding to pedestrians in crossings, and proper walking and bicycling behaviors).