



STATE OF HAWAII | KA MOKU'ĀINA 'O HAWAII'
DEPARTMENT OF TRANSPORTATION | KA 'OIHANA ALAKAU
869 PUNCHBOWL STREET
HONOLULU, HAWAII 96813-5097

HWY-TO 25-2.0310

October 6, 2025

Ms. Abbey Seitz, Chairperson
Safe Routes to School Advisory Committee
Hawaii Department of Transportation
869 Punchbowl Street
Honolulu, Hawaii 96813

Dear Ms. Seitz:

Subject: Request to Expend Funds from the Safe Routes to School (SRTS) Program
Special Fund for SRTS Program Coordination

The Hawaii Department of Transportation (HDOT) requests to expend a total of up to one million two hundred fifty-eight thousand five hundred twenty-two dollars (\$1,258,522.00) from the SRTS program special fund for SRTS program coordination for the remainder of fiscal year (FY) 2026, FY 2027 and FY 2028. Estimated costs are shown below.

	<u>FY 2026</u>	<u>FY 2027</u>	<u>FY 2028</u>
<u>Staff Labor</u>			
SRTS Coordinator	\$ 83,990.00	\$ 119,901.00	\$ 123,223.00
Other Staff	\$ 20,000.00	\$ 21,414.00	\$ 22,007.00
<u>Staff Non-Labor</u>			
Equipment, Travel, Printing/Publications	\$ 20,000.00	\$ 21,000.00	\$ 22,050.00
Other	\$ 10,000.00	\$ 10,500.00	\$ 11,025.00
5% Central Services	\$ 161,252.00	\$ 305,363.00	\$ 306,797.00
Total Annual Cost	\$ 295,242.00	\$ 478,178.00	\$ 485,102.00
 Total FY 2026 to FY 2028			\$ 1,258,522.00

Ms. Abbey Seitz, Chairperson
October 6, 2025
Page 2

HWY-TO 25-2.0310

In accordance with Hawaii Revised Statutes (HRS) 291C-3(a), there is established within HDOT a SRTS program that shall enhance traffic safety around Hawaii's schools, enable and encourage children to walk and bicycle to school, and make bicycling and walking to school a safer and more appealing transportation alternative. In accordance with HRS 291C-3(b), HDOT's SRTS program coordinator provides a central point of contact for the SRTS program. In accordance with HRS 291C-3(d), HDOT shall expend funds from the SRTS program special fund in coordination with the SRTS advisory committee to be used for the implementation of the SRTS program plan and projects.

HDOT's existing SRTS coordinator works on the program on a part-time basis and the requested funding for labor expenses assumes a 0.5 full-time equivalent. In addition, occasional assistance from other HDOT staff is required. The requested funding for non-labor expenses includes a central services surcharge which is incurred by HDOT and equal to 5 percent of FY revenues.

We appreciate the SRTS advisory committee's consideration of this request.

If there are any questions, please contact Tara Lucas of the Traffic Branch at (808) 692-7696 or by email at saferoutestoschool@hawaii.gov.

Sincerely,



EDWIN H. SNIFFEN
Director of Transportation