

MOVEPORTAGE

APPLICATION

Please provide the following information:

Contact Name: _____

Business Owner Name (if different from above): _____

Business Address: _____

Primary Phone: (_____) ____ - _____

Email Address: _____

How many employees do you have? _____

How many full time equivalent positions? _____

How many years has the business been in operation? _____

Type of business? (Select one)

- Retail
- Manufacturing
- Restaurant
- Service provider
- Non-profit organization
- Other _____

This survey should only take about 5 minutes to complete. Even if the business doesn't currently engage in the activities listed, this application should provide some ideas to create a more bike focused culture for the business.

Community Engagement

1. Do you offer secure, dedicated bike parking for guests/customers? (**Select one**)

- Yes
- No (If no, proceed to question 5)

2. Describe the dedicated bike parking. (**Check all that apply**)

- Outdoor racks
- Indoor racks or designated bike storage room
- Secured area | **e.g. keycard access, video monitored, etc.**

- Bicycle lockers
- Covered/sheltered outdoor bike racks
- Uncovered outdoor bike rack
- Bikes are also allowed inside business common area
- Specialty bikes accommodated | *e.g. cargo bikes, trailers, recumbents, trikes etc.*
- Charging facilities for electric assist bicycles
- None of the above

3. Approximately how many bicycles can be accommodated by the dedicated bike parking? (**Select one**)

- 1-5
- 6-10
- 11 or more

4. Does the majority (more than 50%) of the bike parking meet the following standards for quality, security, and convenience? (**Check all that apply**)

- Supports the bicycle in at least two places to prevent it from falling over
- Allows locking of frame and at least one wheel with a U-lock
- Is securely anchored to the ground or wall
- Resists cutting, rusting, bending, or deformation
- Is visible from main entrance of business
- Is well-lit at night
- None of the above

5. Is the business located within a quarter mile of any of the following facilities? (**Check all that apply**)

- Bike path or trail system
- Bikeways/On-street bike lane
- Shared lane markings
- Low traffic, low-speed street (25 mph)
- On-street vehicle parking
- Bus stop

6. Does the business provide any of the following amenities for bicyclists? (**Check all that apply**)

- Automatic doors/gates for easy bike entry to building(s)
- Shower facility without charge
- Changing room without charge
- Storage lockers without charge
- Bicycle work stand
- Maintenance supplies such as tools, pumps, and tubes
- Public bicycle repair station
- Other, _____
- None of the above

7. How does the business promote and support bicycling in the broader community?
(Check all that apply)

- Sponsor or host community bike events or bike share
- Sponsor, host, or participate in bike conference, forum, or summit
- Sponsor an external bike team or club
- Sponsor individual riders for charity rides or races
- Organize or promote bike-related volunteer opportunities | *e.g. bicycle donations, charity rides, etc.*
- Organize rides for the community or employees
- Actively promote bicycling as transportation to customers, guests, or the general public
- Include bicycles in business advertisements, branding, or promotional materials
- Encourage or mentor other businesses to become more bicycle-friendly
- Offer deliveries or other services by bicycle
- None of the above

Employee Engagement

8. Do you offer secure, dedicated bike parking for employees? (**Select one**)

- Yes
- No, they share our general public bike parking
- No, but bikes are allowed in common spaces and/or at employee workspaces
- No bike parking is currently offered by the business

9. Which of the following bicycle-related incentives or benefits does your business offer?
(Check all that apply)

- Free, personal bicycle given to each employee
- Free bike parts, supplies, or gear available to each employee
- Free on-site bike tune-up(s) available to each employee
- Cash incentives for bike commuters, tied to mileage or days ridden
- Non-cash incentives for bike commuters, tied to mileage or days ridden | *e.g. free gear, gift cards, food, paid time off, etc.*
- Healthcare premium discounts for employees who bike to work
- Reimbursement for bicycle-related commuting expenses for employees
- Discount on bicycle-related goods or services for employees | *e.g. discounted tune-ups, gear, tools, accessories, etc.*
- Reimbursement for race/ride entry fees
- Reimbursement for bicycle club memberships
- Reimbursement for bicycle education programs
- None of the above

10. How does the business foster a positive internal bicycle culture? (*Check all that apply*)

- Employee bike club or bicycle user group
- Social/recreational bike rides for employees and/or guests
- Bike-related listserv or online community for interested employees
- Ongoing or repeating bike challenge throughout the year
- Bicycle events
- Multiple car-free or bike-to-work days throughout the year | *e.g. Car-Free Fridays*
- Recognition for bike commuters | *e.g. highlight new commuters, riders w/ most miles, etc. at staff meetings or on intranet, etc.*
- Company-branded jerseys or other bike-related gear offered
- Top management commutes by bike
- Other: _____
- None of the above

11. Does the business celebrate Bike to Work Day (BTWD) every year? (*Select one*)

- Yes
- No
- We are actively planning our first Bike to Work Day
- We have celebrated Bike to Work Day, but do not consistently celebrate it every year

12. What percentage of employees commute to work by bike more than twice a week during optimal riding season? _____ (*Enter 0.00 - 100%*)

13. Is there an employee group involved with helping the business to assess and improve bicycle-friendliness of the workplace? (*Check all that apply*)

- Bicycle User Group
- Workplace Bicycle or Bicycle Advisory Committee
- Other related workplace committee that includes bicycling topics | *e.g. wellness, sustainability, operations, etc.*
- None of the above

Wrap up

1. List three reasons why your business would like to be recognized as a Bicycle Friendly Business in Portage:

- 1.
- 2.
- 3.

2. What has been your business's most significant investment in becoming bicycle-friendly?
3. List & describe three projects you would like to accomplish for the business to become more bicycle-friendly. Please include an estimated completion date for each project.
 - 1.
 - 2.
 - 3.

Feedback notes: