



Weekend Walks 2017 // Guidelines

Weekend Walks are multi-block, multi-day events on commercial corridors that promote the use of streets as public space. Community based organizations apply to close commercial streets and provide programming that highlights local businesses.

Please read the following guidelines if you are interested in hosting a Weekend Walks event. Applying to the program does not guarantee acceptance. The application starts a dialogue with DOT to determine if your proposal is eligible.



*Davidson Community Center, Bronx
Summer Walk 2016*



*Village Alliance, Manhattan
Positively Eighth Street Festival*



*Long Island City Partnership, Queens
LIC Springs*

NYCDOT Weekend Walks Requirements

NYCDOT seeks to partner with community based organizations looking to program streets in their neighborhood that; serve local business, encourage active living and support the safe, equitable use of streets among motorists, cyclists and pedestrians.

Basic requirements for participating Weekend Walks include:

- Events must be on a commercial corridor
- Proposing organizations must have strong ties to the community
- Minimum length is 2 blocks maximum is 10 blocks
- Minimum number of days is 2 and maximum is 10 days
- Single-day events must be a minimum of 4 blocks
- Events must be on a recurring and predictable schedule (e.g. every Saturday in June, First Fridays in the summer, etc.)
- Consecutive dates (e.g. Saturday 8/16 and Sunday 8/17) are not permitted
- Events proposed adjacent to parks or other large public spaces are not permitted

Roles and Responsibilities

Partner Responsibilities

Partners enter into an agreement with NYCDOT for Community Management Services and will agree to provide:

- Programing that promotes the use of streets as public space
- Ongoing communication with NYPD and the Community Board
- Coordination with local businesses, community based organizations, etc.
- All required permits and licenses - in a timely manner
- A detailed site plan and run of show

NYCDOT Provides

- Assistance coordinating with city agencies
- Moveable furniture and other amenities
- Limited funding based on availability and size of the proposed event

Current Funding Levels (subject to change):

Scaled Funding Based On Block Days

Block Days (#blocks X #days)	Funding Amount
1 day – 4 Block Min.	\$4,000
4 – 6	\$6,000
7 – 9	\$8,000
10+	\$10,000



UniProject's pop-up library adds to programmed activities at *Seneca Avenue Weekend Walks, Queens*



NYCDOT Street Furniture activates streetscape. *Positively 8th Street, Manhattan*

Guiding Principles

What a Weekend Walk Is

- A temporarily pedestrianized street
- Multi-block: from two to ten blocks located in a commercial corridor, with cross streets remaining open to traffic
- Multi-day: from two to ten days on regularly recurring dates. This schedule creates a regular public space.
- Led by a merchant's association, BID, cultural organization, or civic group
- Supported by the local Community Board and NYPD precinct
- Engages and supports local businesses and community based organizations
- Held in an area where existing uses and activities could be positively enhanced by more space for walking and pedestrian friendly amenities

What a Weekend Walk Is Not

- A street fair with vending
- An event on a residential or side street
- A block party – i.e., a one-day/one-block event
- A street where programming is only for children – i.e., a Play Street
- A group walk to raise funds for charities
- A race or other sporting event
- A parade

What Works

- Engaging local merchants, community-based organizations, artists, and musicians to provide programming
- Communicating regularly with DOT, NYPD and the Community Board
- Marketing the event



Vending is not allowed at Weekend Walks but local merchants can display products on the sidewalk for purchase inside their stores. *Summer Plazas on Fifth Avenue, Sunset Park, Brooklyn.*



New Yorkers enjoy a green Bedford Avenue as part of Williamsburg Walks. *Williamsburg, Brooklyn.*



Local businesses offer al fresco dining extended into the streets at LIC Springs Weekend Walks. *Long Island City, Queens.*

Weekend Walks Expression of Interest Form

Please complete the following form. This form is not binding – if your site is selected your answers will be considered a starting point for further conversation. Priority will be given to proposals outside of the Manhattan core (i.e., north of 96th Street and south of 14th Street). DOT will follow up to explore your proposal with you further.

Please send your completed form by email to: weekendwalks@dot.nyc.gov or fax: (212) 839-2980 by **close of business 7 K**.

First name: _____

Last name: _____

Organization: _____

Title: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

Proposed dates of the Weekend Walk: _____

Proposed Location:

Street: _____

From (street): _____

To (street): _____

Briefly describe the character of the proposed location including an approximate number and types of businesses on the route:

Please explain why you think this would be a good site for a temporary pedestrian street:

Are there any potential challenges to selecting this site? (These challenges do not disqualify your site, but are helpful to take into account during pre-planning.) For example, are there hospitals, fire houses, etc.? If so, please list them:

Please list all bus routes that may be impacted by the proposed event:

Have you or your organization ever planned any events in your community before? If so, please describe; if not, please explain other experience you believe is relevant to organizing a temporary pedestrian street:

Please list and describe any potential organizing or programming partners: