

Is your Shared Space safe and accessible?

San Francisco's Shared Spaces program was created for neighborhood businesses and organizations to provide services outdoors safely during the COVID-19 pandemic. The emergency program will become permanent once the pandemic ends, and all Shared Spaces sponsors who would like to remain in the program are responsible for making sure their project meets guidelines. The City is offering reimbursement grants to make Shared Spaces safe and accessible.

Does your Shared Space meet these key requirements?

EMERGENCY ACCESS



Provide adequate access for emergency responders and equipment like a 3-foot gap with vertical clearance, open to the sky, with removable bars.

SIGHTLINES



Provide clear sightlines into and through the Shared Space. You cannot use opaque walls 42 inches above the ground. Make sure the numbers of your street address are visible on the street-facing side of the parklet with at least 4-inch-high lettering.

ELECTRICAL SAFETY



Ensure firefighters can maneuver ladders by making sure overhead cables are easily unplugged.

SIDEWALK DIVERTERS



Place diverters to help people who are blind or have low-vision understand and navigate the space around them.

DRAINAGE



Prevent flooding during rainstorms by providing 6-inch wide by 6-inch high minimum clear gutter space along the entire length of the curb.

ENCLOSURE, STRUCTURE & MATERIALS



If you have a Share Space in the parking lane, ensure your enclosure, structure, or platform is stable and sturdy. Use durable materials which can withstand the outdoors.

TRAFFIC SAFETY



Install rubber wheel stop, soft-hit post, and reflective tape as directed in the Shared Spaces Manual.

TRAFFIC SAFETY



Ensure visibility of crosswalks, street corners, and stop signs by maintaining at least 20 feet from an approaching intersection and 8 feet when exiting an intersection.

Learn More!

For a full list of updated requirements, visit: sf.gov/sharedspaces

Get help paying for your Shared Space improvements



The City will give grants of up to \$2,500 for Shared Spaces operators to bring their Shared Spaces into compliance with guidelines for safety and accessibility:

sf.gov/shared-spaces-manual

You must be operating a Shared Space and intend to apply for a permanent Shared Spaces permit. We will prioritize grant funds based on applicants that are:

- In areas hard hit by the COVID-19 pandemic with high rates of COVID cases and deaths
- In priority geographies based on the Areas of Vulnerability (as defined by SF DPH)
- In Cultural Districts and/or registered as legacy businesses
- Below \$2.5M in gross receipts in last reported tax year
- Not already receiving grants through other City grants programs like SF Shines

Grants can be used for materials or professional services.

You must complete required compliance work and get your permanent Shared Space permit before you can be reimbursed. Grants should help reimburse costs from bringing your Shared Space into compliance. You will be required to provide documentation of the completed work (such as receipts and invoices) to receive your grant.

To learn more and apply, visit sf.gov/shared-spaces-equity

To receive a grant,
you must apply by:



**April 30th
2022**

Compliance Grant Application Process:



1. Check if you are eligible for a grant.
 - You must be operating a Shared Space and intend to apply for a permanent Shared Spaces permit.
2. Tell us how you will use the grant.
 - When you apply for a grant, you will indicate what kind of improvements you intend to make.
 - Your new space must be in compliance with established guidelines to get a grant. Review the list of key requirements on the other side of this flyer, as well as the Shared Spaces Manual.
3. Apply for a grant. Fill out an application on our website.
4. Award notification. If you are selected for an award, you will receive an email from the Program.
5. Do the work. Complete any projects required to bring your Shared Space into compliance with requirements.
6. Grant disbursement may also require a site inspection of any work you've completed to bring your Shared Space project into compliance with new guidelines.
7. Gather your supporting documents.
 - Scan receipts and invoices
 - Complete and sign a W9
8. Submit your supporting materials. If you are selected, we will email you a link to submit required materials. You must submit the materials you gathered in Step 7.
9. Receive your grant.

Get Help!

Apply for a Compliance Grant here:
sf.gov/step-by-step/get-help-paying-your-shared-space-improvements