



CityLAB Project Agreement Fall 2023	
<p>The role of the project agreement is to document the expectations for the project, define objectives, clarify constraints or limitations, and outline responsibilities to ensure clarity for the project. CityLAB can help you and your partner complete this document, feel free to reach out for help! Email us at citylab@hamilton.ca</p>	
<p>*COVID-19* As you plan for your project, please consider how it can be adapted to adhere to physical distancing regulations if needed. Taking some time to think through contingency plans with your partner will help ensure a successful and meaningful project, no matter the circumstances.</p>	
Project Title:	Closing Cycling's Gender Gap
<p>Is this project continuing from a previous CityLAB project?</p> <p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p> <p>If yes, what was the project title:</p>	
City staff details	Staff lead name: Trevor Jenkins
Instructor and student details	<p>Instructor name: Léa Ravensbergen, PhD Assistant Professor, School of Earth, Environment & Society</p> <p>Course name: ENVSOCY 3LT3 – TRANSPORTATION GEOGRAPHY</p> <p>Number of students: up to 75</p> <p>Student names (if known):</p>
<p>Project Description (what is the problem you are trying to solve and what is the context?)</p> <p>If applicable, use the original challenge description found on www.citylabhamilton.com/challenges. Please make any changes as needed or simply leave as is.</p>	<p>Despite the growing popularity of cycling in Hamilton, there remains a gender gap in participation. While the number of local trips made by bike more than doubled from 2011 to 2016, women are cycling at lower rates and account for one-third of trips. Several factors have been attributed to this imbalance, including safety concerns, lack of appropriate infrastructure, and cultural attitudes toward cycling. Women often report feeling unsafe cycling on busy roads, and the lack of separated bike lanes and bike parking facilities exacerbates this issue. Additionally, cycling is often seen as a male-dominated activity, which can discourage women from participating. Addressing these issues and promoting cycling as a safe, accessible, and</p>

	<p>inclusive mode of transportation is critical to closing the gender gap in cycling and promoting more sustainable and equitable urban transportation systems. The City's Sustainable Mobility Team leads the delivery of cycling facilities, programs, and services that help expand mobility options. We will start an update to the Cycling Master Plan and Pedestrian Mobility Plan, and tackling the gender gap will be a priority.</p>
<p>Challenge summary (summarize the challenge in plain language)</p> <p>If applicable, use the original challenge summary found on www.citylabhamilton.com/challenges. Please make any changes as needed or simply leave as is.</p>	<p>What barriers do women in Hamilton face to cycling, and what can be done to increase the rates?</p>
<p>In Scope (from original project description)</p> <p>Clarify the particular elements that you will be taking on in this project.</p>	<p>Students will be making maps on gender and cycling. Maps will highlight how the gender gap in cycling varies across the City of Hamilton and explore some potential reasons behind these trends (concerns over safety and household serving travel). Students will also be invited to make any additional maps they seem as related to the topic as part of their assignments.</p>
<p>Out of Scope (optional)</p> <p>Clarify particular elements from original project description that this project won't take on.</p>	
<p>Background Research (what research will be required to pursue the challenge?)</p>	
<p>Communication with Staff</p>	<p>Communication: Faculty member will facilitate communication with staff</p>
<p>Project Deliverables, Timelines, and Strategic Priorities</p> <p>For the below table, please select all options that apply to your project. The dropdown</p>	<p>Alignment with City of Hamilton Strategic Priorities:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Community Engagement and Participation <input type="checkbox"/> Economic Prosperity and Growth <input checked="" type="checkbox"/> Healthy and Safe Communities



boxes contain common checkpoints and milestones to help you envision the partnership. Please use the notes column for extra detail as needed and feel free to add in your own relevant items.		<input checked="" type="checkbox"/> Clean and Green <input checked="" type="checkbox"/> Built Environment and Infrastructure <input checked="" type="checkbox"/> Culture and Diversity <input type="checkbox"/> Our People and Performance
Meetings and Draft Work	Notes	Date
Pre-semester meeting between faculty and staff		June 29th
Class visit #1	Trevor Jenkins is invited to join class (virtually or in person) to present the topic	Oct. 25 th or 27 th , between 12:30-1:20 (the week before the students start making the maps)
Choose an item.		
Final Deliverables		
Choose an item.		
CityLAB Deliverables		
Infographic and Video/PPT		Friday December 1, 2023
Presentation at Project Showcase		Friday December 8, 2023
Where will the work go and what will it be used for: Final maps will be presented to the City staff lead, Trevor Jenkins, who will be free to use and disseminate them as he sees fit.		

Please submit your project agreement to CityLAB by emailing citylab@hamilton.ca before September 8, 2023 for Winter semester projects.

CityLAB Deliverables and Semester Schedule	
Project Agreements Due	September 8, 2023
Pre-Semester Student Survey link sent to faculty (to be completed by students)	September 16, 2023
Mid-Semester Check-in (CityLAB and faculty)	October 23-27, 2023
Project Showcase Materials Due	December 1, 2023
Project Showcase	December 8, 2023
Student Exit Survey link sent to students	December 8, 2023



Project Data and Reports due (final day of classes)	TBD
Exit Surveys sent to faculty and City staff (to be completed by staff and faculty)	December 15, 2023
Post-Project Check-in with City staff	January 8-12, 2023