



Community Partner Organization & Patron Criteria- 2012

Success of the Community Partners Bike Library (CPBL) program will depend in large part on the strength and effectiveness of Community Partner organizations. Community Partners will work closely with CPBL Staff to publicize the Bike Library program, identify eligible patrons for bicycle loans, support CPBL Staff in maintaining regular contact with patrons, and help ensure timely return of bikes at the conclusion of the loan period. CPBL Staff will provide close program support at every step of implementing the Bike Library!

An **organization** considering Bike Library participation should have the following characteristics:

- Commitment to building strong communities where all members can thrive
- Works with low-income communities
- Interest in addressing transportation needs of clients/patrons or communities it works with, and has a location within the Twin Cities Metropolitan Area
- **Program staff to coordinate regular check-ins with patrons and act as liaisons during the loan period; *this includes brief regularly check-ins with each individual patron as well as staying in touch with CPBL staff and providing them with timely feedback***
- Strong community networks in which liaisons and patrons can share and publicize transportation choices, and willingness to creatively publicize and promote the Bike Library program
- Ability to work with other Community Partner organizations
- Commitment to a minimum of **8 eligible patrons** with a goal of at least **50% identified female**
- Ability to coordinate or secure a meeting space to hold classes or workshops
- Commitment to helping to organize and staff:
 1. A Bike Orientation/fit in the spring (2 hours) and
 2. A bike Return in the Fall (1 hour) (+ follow-up with patrons who do not attend Bike Return)
- Doing outreach for and hosting a site-specific program or class is encouraged, but not required
- Preferably the Community Partner would have an interest in using CPBL to promote leadership development

Bike Library **patrons*** should have the following characteristics:

- Identified transportation need & interest in non-motorized transportation choices
- Income at or below 200% of federal poverty guidelines
- Person responsible for the loan must be age 16 years or older
- **Identified reliability by Community Partner to ensure bike return or loan renewal at conclusion of the loan period. A participant in the Bike Library should be someone you or your colleagues know, who's in touch with and committed to your organization in some form.**
- Commitment to riding the bicycle at least once per week for transportation purposes during the 6-month loan period (due to demand, CPBL will need to take back bikes that are not being ridden)
- Commitment to notifying CPBL Staff and Community Partner Organization of changes in phone number, address, email, or other contact information in a timely manner and providing a valid 2nd contact
- Commitment to caring for the bicycle and returning it in functional condition with all accessories
- Documented residence or employment in the Twin Cities Metropolitan Area, and commitment to keeping bike in the Metro Area
- Commitment to safe cycling and following the rules of the road
- Commitment to locking the bicycle at all times with provided lock
- Commitment to following all other rules outlined in the Bike Library Loan Terms

*Community Partner Liaisons and organization Staff who agree to the above commitments but do NOT meet the income requirements, qualify for CPBL bike loans up to a ratio of 1 Staff:10 Patrons (10% of all bikes loaned to organization).