

CityLAB Project Agreement Winter 2024

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 support at any time. Email us at citylab@hamilton.ca

Project Title: Closing Cycling's Gender Gap

Is this project continuing from a previous CityLAB project?

Yes

No

If yes, what was the project title: Closing Cycling's Gender Gap

Challenge summary

Please summarize the challenge you wish to work on solving in plain language in one sentence.

What barriers do women in Hamilton face to cycling, and what can be done to increase the rates?

Project Description

What is the problem you are trying to solve and what is the context?

If applicable, use the original challenge description found on www.citylabhamilton.com/challenges.

This is a continuation of the project started in Fall 2023 with the following description:

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 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.
Background Research (optional) What kind of research will be required to pursue the challenge?	
Communication Plan How frequently will partners from different institutions communicate, in what method and who will initiate.	Initial in person presentation by staff member about the project.
Timeframe Will the project run for one or two terms?	One Term

City Staff Information

City staff details	City staff name: Rachel Johnson City staff department: Transportation Planning and Parking City staff position: Project Manager
Additional City staff If applicable include names, emails, and positions of additional staff supporting the project.	NA
Intended Outcomes How will this work be used by City Staff once the project has been completed?	Outputs be used to inform future policies and programs on equitable cycling

Instructor / Course Information

Instructor and student details	Instructor name: Léa Ravensbergen, PhD Assistant Professor, School of Earth, Environment & Society Course name: ENVSOCY 4US3: Sustainable Cities
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	<p>Number of students: 54</p> <p>Student names (if known): TBD in January</p>
<p>In Scope</p> <p>Clarify the components of the project that are feasible for this course/term.</p>	<p>Students will be given the option to work on this project as part of their final assignment. Possible deliverables include:</p> <ul style="list-style-type: none"> • Design a travel survey that aims to bring to light the gendered barriers to cycling. • Design a qualitative research project that aims to bring to light the gendered barriers to cycling. • Conduct a secondary data analysis focused on Hamilton on a gender and cycling research question. • Develop a policy brief outlining evidence-based actions the city could take to address this issue (new research, what other cities are doing, etc.)
<p>Out of Scope (optional)</p> <p>Clarify the components of the project that are not feasible for the course/term.</p>	<p>Any project too big to complete in one term.</p>
<p>Student Learning Objectives (optional)</p> <p>By the end of this project/term, students should be able to:</p>	<p>-Design or complete a research project or policy briefing</p> <p>-Critically analyse literature on gender and cycling</p>

Project Deliverables, Timelines, and Strategic Priorities

For the below table, please select all options that apply to your project. The dropdown 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.

Timeline	Notes	Date
Class visit #1	Rachel introduces topic to class	January 26 th
Other	Léa sends update to Rachel	February 8th
Students share draft work	Léa sends Rachel top final projects	April 4th
Choose an item.		
Choose an item.		



Final Deliverables – Please select from the drop-down menus below		
Primary Research (ie. conducting surveys and/or collecting data)		Due April 4 th
Secondary Research (i.e. review of literature and finding information from books and online)		Due April 4 th
Choose an item.		
Choose an item.		
CityLAB Deliverables		
Final assignments		April 4 th
Presentation at Project Showcase **		April 5, 2024 (tentative)
Alignment with City of Hamilton Strategic Plan Priorities:		
<input type="checkbox"/> Community Engagement and Participation <input type="checkbox"/> Economic Prosperity and Growth <input checked="" type="checkbox"/> Healthy and Safe Communities <input type="checkbox"/> Clean and Green <input checked="" type="checkbox"/> Built Environment and Infrastructure <input type="checkbox"/> Culture and Diversity <input type="checkbox"/> Our People and Performance		

Please submit your project agreement to CityLAB by emailing citylab@hamilton.ca before January 2024 for Winter semester projects.

CityLAB Deliverables and Semester Schedule	
**PLEASE NOTE: If you are completing a project over two consecutive terms, students will only be required to participate in one of the Project Showcases.	
Project Agreements Due	January 5, 2024
Mid-Semester Check-in (CityLAB and faculty)	February 19-23, 2024
Project Showcase Materials Due	March 28, 2024 (tentative)
Project Showcase	April 5, 2024 (tentative)
Project Data and Reports due (final day of classes)	April 12, 2024



Exit Surveys sent to faculty and City staff (to be completed by staff and faculty)	April 15-19, 2024
Post-Project Check-in with City staff	April 15-19, 2024