

STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____

EVENT INFORMATION

Name of Event CAPITAL CITY SK RUN/WALK FOR ORGAN, TISSUE AND EYE DONATION

Event Organizer/Sponsor NATIONAL KIDNEY FOUNDATION OF WISCONSIN

Is Organizer/Sponsor a 501(c)3 non-profit agency? Yes No

If Yes, provide State of Wisconsin Tax Exempt Number 008763

Address 16655 W. BLUEMOUND ROAD #240

City/State/Zip BROOKFIELD, WI 53005-5935

Primary Contact CINDY HUBER FAX _____

Work Phone 800-913-6393 Phone During Event _____

E-mail chuber@kidneywi.org

Website www.kidneywi.org

Secondary Contact KRISTA FLANAGAN Phone During Event 608-712-2769

Work Phone 608-467-2914 E-mail KRISTA@targetdestination.com

Annual Event? Yes No

Charitable Event? Yes No

If Yes, name of charity to receive donations: National Kidney Foundation of WI

Estimated Attendance 500 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 6:30 to 8:30 p.m. Yes No

EVENT CATEGORY

Run/Walk Music/Concert Festival Rally Parking (i.e., bagging meters)
 Other _____

LOCATION REQUESTED

Capitol Square (note specific blocks below) Podium/700-800 State Street
 30 on the Square (a.k.a. top of 100 block of State Street) Other (specific blocks/streets requested below)
Street Names and Block Numbers: please see route map

EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) _____ Rain Date(s) _____
Event Start Date(s)/Time(s) JULY 28 4pm. Set-Up Date(s)/Time for Event JULY 28 NOON-3pm
Event End Date(s)/Time(s) JULY 28 8:30p.m. Take-Down Time JULY 28 8:30-9:30pm.
Take-Down Time: start to streets reopened

APPLICATION SIGNATURE

_____/We waive the 21-day decision requirement. _____ (PLEASE INITIAL)

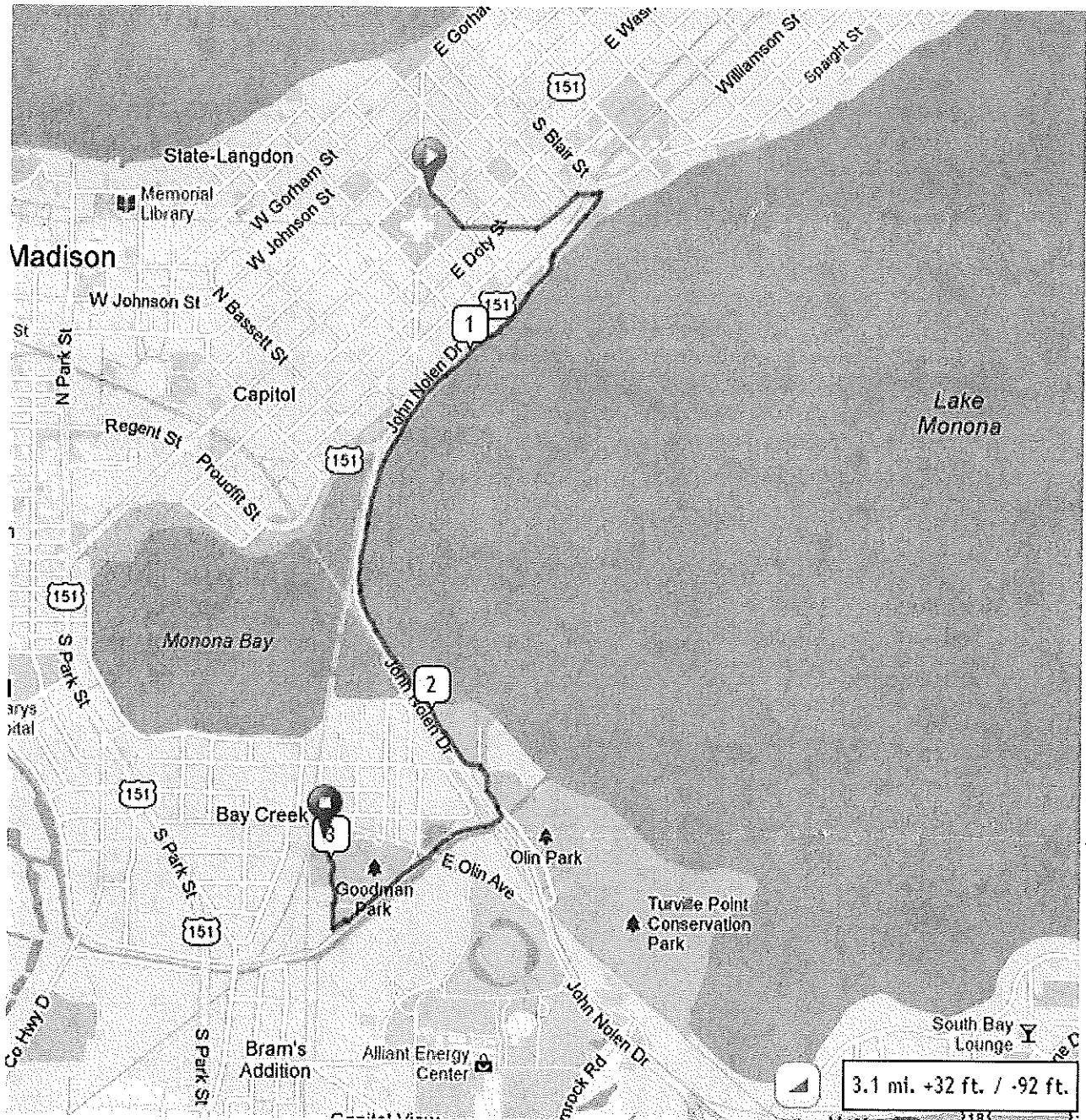
Your signature below indicates that you have read and understand the instructions and guidelines for a community event. Further, the person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved area. Falsification of information on the application will result in forfeiture of up to \$200 per falsified item.

In addition to the rules and regulations detailed in the permit application instructions and guidelines, Street Use Permits are subject to all applicable ordinances, statutes and laws.

Signature [Signature] Date 3/20/12

CAPITAL CITY 5K RUN/WALK for ORGAN, TISSUE and EYE DONATION
Saturday, July 28 at 7:00 p.m.

Route: Start line on Pinckney, head down King Street to Wilson, across Blair/Willy/John Nolen to bike path. Bike path to Wingra Creek underpass beneath John Nolen Drive to finish line at Goodman Pool.



Capital City 5K Run/Walk for Organ, Tissue and Eye Donation

Schedule of Events:

Saturday, July 28, 2011

Noon – 3:00pm	Set up registration and finish line at Goodman Park
4:00 pm – 6:30 pm	Packet pick-up/day-of-race registration
6:30 pm -7:00 pm	Announcements start; Marshal participants to start line
7:00 pm	Run/Walk begins at Capitol Square (top of King Street)
7:00 – 9:00 pm	Finish Line Festival at Goodman Pool

Route: (Please see attached map)

The route begins with a start at the top of King Street on the Capitol Square. Participants will be marshaled according to pace (fast runners, slower runners, fast walkers, slower walkers). Participants will head down King Street to Wilson then across Blair/Williamson/John Nolen to the Bike Path. Participants will follow the bike path along Lake Monona then to the Wingra Creek underpass beneath John Nolen to Goodman Pool.

Overview of Race Management Plan:

Safety and Security Plan:

- Participants will line up in the designated staging area (Top of King Street back to MLK)
- Volunteers will be stationed at key intersections directing runners/walkers (King/E. Main).
- Police will be utilized at key intersections holding vehicles to allow large groups of runners through at key intersections (King/Doty (2), Butler/Wilson (1), Blair/ Williamson (2), and Lakeside/John Nolen (1)).
- Only left turns (outbound) will be permitted onto John Nolen from the Olin Park area. The Capitol Square will be barricaded at King/Main.
- Lead and follow bike volunteers will escort the runners from Start to Finish.
- One aid station will be provided and located on the west side of Monona Terrace next to the bike path.
- Lost child area will be located at the finish line in the information booth.
- In the case of inclement weather, participants will take cover in the Capitol or at Goodman Pool.

Medical:

- UW Sports Medicine will direct the medical effort for the Capital City 5K Run/Walk
- Physicians, nurses and athletic trainers, plus student help and other medical help will staff the medical tent at the finish line and also be stationed at the aid station on the route.
- If emergency transport is necessary, Run/Walk personnel will initiate 911 and also contact the Medical Tent with information regarding the situation.

Clean Up and Recycling Plan:

- The majority of consumables will be disposed of/recycled at the Goodman Pool (finish line).
- The Aid Station crew will be responsible for cleaning up and trash, etc. around their station.
- A crew of 4 - 5 will be responsible for checking the route for any visible trash.

Components:

- As a general rule, the 5K Run/Walk will use the far right lane for the event
- Fixed Course Marshals – stationed at intersections to control pedestrian/bicycle traffic while race participants pass
- Bicycle Course Marshals – lead and shelter the runners in advance and to the side of the route, travelling with the participants to create the safe envelope
- Lead Marshals – either on bike or cart to advance the pack and create the first layer of clearing the course
- Follow Marshals – primarily bicycle, may also add cart for SAG function and course clean up if needed