Local Roadway Safety Plan (LRSP) Funding Request

What is an LRSP?

Federal regulations require each State has a Strategic Highway Safety Plan (SHSP). An SHSP is a statewide data-driven traffic safety plan that coordinates the efforts of a wide range of organizations to reduce traffic accident fatalities and serious injuries on all public roads. In coordination with federal, state, local and private sector safety stakeholders, the SHSP establishes goals, objectives, and emphasis (or challenge) areas. The SHSP address the 4Es of traffic safety: Engineering, Enforcement, Education, and Emergency Services.

While the SHSP is used as a statewide approach for improving roadway safety, A Local Road Safety Plan (LRSP) can be a means for providing local and rural road owners with an opportunity to address unique highway safety needs in their jurisdictions while contributing to the success of the SHSP. The process of preparing an LRSP creates a framework to systematically identify and analyze safety problems and recommend safety improvements. Preparing an LRSP facilitates the development of local agency partnerships and collaboration, resulting in a prioritized list of improvements and actions that can demonstrate a defined need and contribute to the statewide plan. The LRSP offers a proactive approach to addressing safety needs and demonstrates agency responsiveness to safety challenges.

An LRSP provides a framework for organizing stakeholders to identify, analyze, and prioritize roadway safety improvements on local roads. The process of developing an LRSP can be tailored to local protocols, needs, and issues. For more information regarding the LRSP, please visit the HSIP program's LRSP/SSARP web page.

In the future HSIP Calls-for-Projects, an LRSP (or its equivalent such as Systemic Safety Analysis Report (SSAR) or Vision Zero Action Plan) will be preferred or required for an agency to be eligible to apply for federal HSIP funds:

- HSIP Cycle 10 (around April 2020): an LRSP (or its equivalent) will be highly recommended but not required for an agency to apply;
- HSIP Cycle 11 (around April 2022) and on: an LRSP (or its equivalent) will be required for an agency to be eligible to apply.

Notes/Instructions:

1) The LRSP may cover one local agency or multiple ones.

2) If the LRSP is to cover multiple local agencies, enter the lead agency as the applicant. Once the LRSP has been completed, the agencies covered by the LRSP are all considered to have met the above LRSP requirement for applying for the HSIP funding.

3) The maximum State funds per application is $72,000.

4) State funds are awarded to the applicants on a "first come first serve" basis. There is no application deadline. Caltrans will continue to accept applications as long as the funding is still available.

5) The agencies who received the Systemic Safety Analysis Report Program (SSARP) funds in 2016 or 2017 are not the priorities currently. Applications from these agencies will be considered after January 1, 2020 if there are remaining funds.

6) After funding is awarded and allocation, the applicant must complete the LRSP within three (3) years. After completion, the LRSP is expected to be updated/validated at least every five (5) years.

7) Adobe Acrobat Reader DC is required to complete the application form. You may download it for free here.

8) Please submit the application with **digital signature** to HSIPDoNotReply@dot.ca.gov with cc to the District Local Assistance Engineer (DLAE) . You may submit a scanned copy together with the original completed form if the digital signing does not work for some reason. You will receive a submittal confirmation email within two business days of the submittal.

9) For more information, please visit the HSIP program's LRSP/SSARP web page.

Local Roadway Safety Plan (LRSP) Funding Request Form

Date:	11/07/2019
Applicant:	Town of Windsor
County:	Sonoma
Caltrans District:	4

Contact Information

Name:	John Jaeger	Title:	Acting Town Engineer
Email:	JJaeger@townofwindsor.com	Phone Number:	707-838-5976
Address:	9291 Old Redwood Highway, Windsor, CA 95492		

General Information and Funding

Agency to be covered by the LRSP: (List all agencies if multiple)	Town of Windsor
Population of the above agency(s):	27,423
Public Road Centerline Miles of the above agency(s):	85
Total Cost of the LRSP:	$ 80,000
State Funds Requested: (max. 90% of the Total Cost and no more than $72,000)	$ 72,000
Local Funds (min. 10% of the Total Cost):	$ 8,000

1. Describe the scope of work the LRSP is expected to accomplish (max 1,200 characters. Use next page if needed).

The Town of Windsor requests funding from Caltrans to develop a Local Roadway Safety Plan. The Town is committed to improving transportation safety and reducing the number of incidents and the severity of those incidents on our transportation systems. We recognize that a Local Roadway Safety Plan that aligns with the California State Highway Safety Plan and the Federal Highway Safety Plan is a critical and effective tool for saving lives and reducing injuries on our local roadways.

Our proposed plan will identify, analyze, and prioritize safety improvements on local roadways, and will be designed as a living document that can be updated to reflect changing conditions, needs, and priorities. Funding will be used to secure a traffic engineering consultant who, in partnership with Town staff, will complete the following scope of work:
(continued on next page)

2. Please enter here if you would like to provide any additional information or if you have comments.

Task 1: Data Collection and Review. The selected consultant will collect and review existing data, programs, policies and activities and provide a brief summary of current efforts to address transportation safety – including identifying programs that have evidence of measurable success. The Consultant will review accident data from the Traffic Information Management System (TIMS) as well as data from the Windsor Police Department/Sonoma County Sheriff's Department to include crashes, severity of crashes, traffic patterns, accident "hot spots" and roadway conditions. The resulting analysis will document findings which may include any trends or patterns in crash type, driver factors, roadway features, vehicle factors and environmental conditions. The LRSP will build upon Climate Adaptation Transportation planning in Windsor that will commence in 2020. In the past two years, Windsor has faced a number of transportation and public safety challenges related to quickly spreading wildfires (Tubbs Fire, October 2017 and the Kincade Fire, October 2019) that triggered mass evacuations in the Town and Sonoma County. Recurring power outages during Red Flag (wind) warnings also necessitate comprehensive roadway safety planning and implementation by Town staff.

Task 2: Identify and Engage Stakeholders. The LRSP will be developed in close partnerships with our stakeholders, including community residents, businesses and schools, regional transportation providers including:

- Sonoma County Transportation Authority
- Sonoma-Marin Area Rail Transit (SMART)
- Sonoma County Transit
- Sonoma County Sheriff's Office
- Windsor Police Chief
- Windsor Fire Protection District
- Windsor Unified School District
- Town of Windsor Chamber of Commerce
- Senior Citizen Advisory Commission
- Local community leaders

The stakeholders will be engaged during interactive workshops that will be designed to: 1) Identify priority concerns and establish our LRSP vision and goals; 2) Review potential solutions and countermeasures and review the draft LRSP; 3) Prioritize implementation; and 4) Review and comment on the Final LRSP.

Task 3: Proposed Countermeasures. The consultant will assist the Town in identifying emphasis areas and projects and strategies (including specific countermeasures) to improve traffic safety. The countermeasures and recommendations will include the "4 E's" of highway safety – engineering, enforcement, education, and emergency response. Countermeasures will be specifically targeted to address emphasis areas such as alcohol and drug-impaired driving; speeding and speed management; distracted and drowsy driving; child restraints and seatbelts, motorcycle safety; young drivers; older drivers; pedestrians; and bicycles. The consultant will identify a lead agency for each countermeasure and establish measurable objectives and goals.

Task 4: Development of Final LRSP. Using the information gathered in Tasks 1-3, the Consultant will assist the Town in developing a final Local Roadway Safety Plan that is aligned with the State and Federal Highway Safety Plan. The Plan will include strategies for implementation, as well as a methodology to review and update the plan every five years after it has been approved.

Signature

Name: John Jaeger

Title: Acting Town Engineer

Signature*: John Jaeger Digitally signed by John Jaeger Date: 2019.11.07 11:54:27 -07'00'

Date: 11/07/2019

**Click on the signature box to sign digitally. If not working, submit a scanned copy with signature AND the original completed form.*