

Appendix A

HSIP Project Application Process and Worksheets

UPDATED DECEMBER 2018

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Application Framework

Changes to HSIP Program for the 2019 Call for Projects:

- All applications are submitted for SFY23 thru SFY24 programs.
- Select information technology system equipment can be purchased for new AZTraCS implementation. The \$250,000.00 minimum project cost is lowered to \$5,000.00 for these projects. (Currently, this funding is on-hold until final ADOT management approval.)
- HSIP funds can be used for yearly licensing fees for statewide crash data software with ADOT approval
- The comprehensive unit costs for fatal and serious injury crashes have increased in the B/C ratio calculation sheet (Due to statewide actuarial adjustment)
- The minimum B/C ratio increases to ≥ 2.5 (Due to increased actuarial adjustments)
- An inflation factor of 5% has been added to Cost Estimate Tabs to account for estimated inflation between project selection and 2023 (This is only an estimate and ADOT takes no responsibility for ultimate accuracy. Individual agencies may select higher inflationary estimates.)
- Total project costs for non-infrastructure projects, i.e. SHSPs, RSAs, licensing fees, etc. are capped at 5% of the yearly SFY HSIP available funds.

Introduction:

This appendix contains the instructions for submitting requests for ADOT Highway Safety Improvement Program (HSIP) funds. HSIP funds are eligible for work on any public road or publicly owned bicycle or pedestrian pathway or trail, or on tribal lands for general use of tribal members, that improves the safety for its users. On December 4, 2015, the “Fixing America’s Surface Transportation Act” (FAST) was signed into law. The FAST Act retains the highway program structure enacted in the 2012 Moving Ahead for Progress in the 21st Century (MAP-21) surface transportation law with only a few major additions or changes. Within MAP-21 there were twenty-four project categories identified as eligible as listed under 23 U.S.C § 148 (a)(4)(B). The FAST Act added four categories, but limited the categories to the twenty-eight listed. The FAST act also ended the ability of the State to shift funds designated for infrastructure safety projects to behavioral or educational activities. The ADOT HSIP program places additional constraints on the eligibility of individual project categories in order to meet the most critical safety needs on all of Arizona’s public roadways and to help ensure Arizona’s MAP-21 performance targets are met.

This application is to support requests for HSIP eligibility determination for use of State Fiscal Year (SFY) 23 & 24 HSIP funds for transportation safety projects as detailed below. Applicants should submit the application to their respective COG/MPO or District Engineer by the designated deadline. Applications received by ADOT TSS after close of business on the due date of **May 3, 2019** will not be accepted. After initial HSIP eligibility has been determined the TSS will notify the applicant by email of the HSIP eligibility determination. The ADOT HSIP Program Manager will rank all potential HSIP projects based on Benefit

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Cost Ratio (B/C) analysis as outlined in this document and in the HSIP application. A Safety Review Committee, comprised of FHWA, local and ADOT staff will be convened to review and approve the proposed list. The HSIP Program Manager will then submit the prioritized list to the TSM&O Director for final ranking and approval. Once the prioritized HSIP eligible list is approved, the HSIP Program Manager will issue the approved HSIP eligibility letter and enter the project in the ADOT Five-Year Transportation Facilities Construction Program.

If the total funding requests for all applications do not exceed the total available HSIP funds for a SFY, a second call for projects may be issued in the Fall after completing the above cycle.

The SFY Application is an excel workbook consisting of 14 tabs plus two tabs of tables. Many of the answer blocks in the application can be filled with the dropdown options. Applicants should make sure to read the entire Application Instructions and review all of the Application Tabs before attempting to prepare and submit the application. Additional guidance and information is included in the tabs. ADOT TSS is available to answer questions, review draft applications, or assist with additional information until the due date. The application is also available on-line at <https://www.azdot.gov/business/tsmo/operational-and-traffic-safety/arizona-highway-safety-improvement-program>

Application submittals at minimum must include:

1. Cover/Transmittal Letter, which must include:
 - a. How the safety issue/problem was identified
 - b. Amount of HSIP funding eligibility approval requested
 - c. Identification of countermeasure(s) being installed/implemented (15% of construction estimate)
 - d. How the countermeasure(s) will correct the safety problem
 - e. Who will be performing the work
 - f. If the work is within the agency's ROW
 - g. If utility relocation will be required
 - h. The number of fatal and suspected serious injury crashes that can potentially be reduced by implementation of the countermeasure(s)
 - i. Identify which SHSP emphasis area the project supports
 - j. B/C ratio as calculated in the B/C ratio analysis sheet (≥ 2.5)
 - k. Source of other funds if cost of project exceeds HSIP eligibility approval or if work that is not HSIP eligible is included in the project – broken out by HSIP eligible, non-HSIP eligible and other funds (if applicable)
 - l. Commitment to maintain countermeasure(s) to standards after installation
 - m. Commitment to post-construction annual "before and after" study for 3 years
 - n. Understanding that HSIP funds can only be used once to upgrade or install a countermeasure(s) on a facility
 - o. Signature of authorized representative
2. Complete application – Incomplete applications or an application with errors will be excluded

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from the review and selection process. ADOT TSS will work with LPAs, COGs/MPOs and State

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agencies up until the final submittal date to ensure completeness. No revised applications will be considered after the submittal date of **May 3, 2019**.

3. Cost estimate in ADOT format – Lump sum cost estimates will not be approved. Cost estimates need to be in enough detail for ADOT review and concurrence by ADOT Project Management Group (PMG). If more than one countermeasure is being installed, the cost of each countermeasure must be broken out. Eligibility is only approved for the total estimated cost (design and construction) of a project.
4. Crash Data Spreadsheet – All crashes associated with a given countermeasure must be within the countermeasure’s influence area. Only crashes used to calculate the B/C ratio should be in the spreadsheet.
 - a. Most recent five (5) years of data from the ADOT crash database and must include “condition influencing driver/pedestrian/bicyclist”. All LPAs applying for HSIP funds must use the same database to obtain crash data.
 - b. Only fatal and suspected serious injury crashes can be used for B/C ratio analysis or the crash data spreadsheet.
 - c. Only crashes that the proposed countermeasure will correct can be used for B/C ratio analysis or the crash data spreadsheet.
 - d. Severity of each crash must be indicated.
 - e. Manner of the collision must be indicated.
 - f. Driver behavior of Unit 1 from the ADOT Crash Form or Standard Crash Data Report Form must be indicated.
 - g. Other relevant attributes may be indicated.
 - h. Do not include crashes unreported by law enforcement unless supporting documentation, i.e. crash reports, is provided.
5. B/C Ratio calculation sheet – required for both spot and systemic projects
 - a. Annual average of crashes from 4 above.
 - b. Must identify 4 or 5 star countermeasure from ADOT’s list (See Appendix B) or FHWA’s Crash Modification Factors Clearinghouse. This list is limited to the Injury Severity of Fatal, Suspected Serious and, in some cases, Suspected Minor Injury. No Property Damage Only (PDO) crashes or all inclusive crashes (All) are included. If a CMF is not available in the ADOT list, then the applicant has to contact ADOT TSS **prior** to the application being submitted to determine if the proposed CMF and reference can be used. In no case can crash severity less than suspected serious injury be used in the B/C ratio analysis.
 - c. Maximum of 3 countermeasures can be used in a combined crash reduction factor (CCRF). Each countermeasure must make up at least 15% of the construction cost for their CRF to be used in the below formulas.
 - d. If Crash Type, Severity and Area are all the same, then the following formula should be used: $CCRF = 1 - (1-CRF 1) \times (1-CRF 2) \times (1-CRF 3)$
 - e. If Crash Type, Severity or Area are different, then the following formula can be used:

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$$\begin{aligned} CCRF = & (CRF\ 1 \times no.\ of\ crashes\ for\ countermeasure\ 1)/(total\ crashes) \\ & + (CRF\ 2 \times no.\ of\ crashes\ for\ countermeasure\ 2)/(total\ crashes) \\ & + (CRF\ 3 \times no.\ of\ crashes\ for\ countermeasure\ 3)/(total\ crashes) \end{aligned}$$

- f. All calculations for a CCRF must be submitted with the application.
 - g. Total countermeasure costs include design, ROW, construction, and post construction costs. For State agencies, ICAP must be included in the estimate.
 - h. Annual maintenance cost must be included.
 - i. Project or Service Life can be obtained from Appendix C and must be included. If the service lives for multiple countermeasures are different, then the shortest service life must be used in the B/C ratio calculation.
 - j. B/C ratio must be ≥ 2.5 (round to nearest tenth).
 - k. If multiple locations or countermeasures are being combined into one application, each location or countermeasure must have a separate B/C ratio analysis included in the application and each location must have a B/C ratio of ≥ 2.5 . For ranking purposes, a B/C ratio must be calculated using the total cost of the project and the 5-year average of all crashes used in the individual calculations. (The exception to this requirement is if the project is systemic.)
6. Vicinity Map/Location Map –Application reviewers and FHWA must be able to pinpoint the project’s location in the state and the local agency.
 7. Project Limits Map – An aerial screen capture with the limits of the project outlined is recommended. These limits must concur with those identified in the Cover/Transmittal letter and the crash locations listed in the crash data spreadsheet.
 8. Warrant Studies – Required when the project includes an improvement that requires an engineering study to warrant the installation of certain traffic control devices, e.g., traffic signals, pedestrian signals, etc. When applications include traffic control features like these, it is the applicants’ responsibility to ensure all requirements of the latest MUTCD are met. Failure to include required warrants will result in the application being disqualified.

HSIP Funding Guidelines:

1. All projects submitted by LPAs, COG/MPOs and State agencies will be selected on the same funding levels with priority going to projects with highest benefit cost ratios.
2. Minimum project total cost is \$250,000.00 except for those IT systems/equipment projects used for AzTraCS where the minimum cost is \$5,000.00 (See Appendix D). Maximum project cost for both spot and systemic projects is \$5 million, unless approval is granted in writing BEFORE an application is submitted.
3. HSIP funds used for right-of-way purchases are capped at 10 % of the estimated total HSIP countermeasure construction cost.

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4. HSIP funds used for utility relocation or construction are capped at 10% of the estimated total HSIP countermeasure construction cost.
5. Cost of countermeasure(s) must represent at least 15 % of the total construction cost for their CRF to be used in the CCRF formulas.
6. If any HSIP eligible project exceeds the original approved amount for HSIP countermeasures, all excess costs will have to be funded through other sources i.e. STP, local, etc. (Although Detailed Engineer's Estimates are not required, accurate anticipated Cost Estimates are critical.)
7. HSIP funds cannot be used to pay for regular day-to-day staff time or maintenance activities including staff time to implement AzTraCS. Yearly licensing fees associated with statewide crash data software can be funded with HSIP funds.
8. HSIP funds cannot be used to purchase non-fixed physical infrastructure items, i.e. portable signs, safety vests, etc. Computers/servers are not HSIP eligible except for those IT systems/equipment used for AzTraCS (See Appendix D).
9. Systemic projects are based on a systemic planning process that evaluates an entire system using a defined set of criteria that will vary depending on the available data. FHWA provides a detailed "Systemic Safety Project Selection Tool" at <http://safety.fhwa.dot.gov/systemic/fhwasa13019/> . Total systemic project funding will be limited to no more than 20% of the yearly SFY HSIP available funds unless special circumstances dictate otherwise.
10. Total project funding for non-infrastructure projects, i.e. SHSPs, RSAs, safety data software, etc. are capped 5% of the yearly SFY HSIP available funds.
11. Shoulder widening projects are limited to 5 feet for HSIP eligibility. Shoulders less than 5 feet are not eligible and any shoulder width exceeding 5 feet has to be funded with other sources.

General Guidelines:

1. Federal Authorization for design must be obtained within the same SFY as HSIP eligibility determination or the approved HSIP eligibility will expire.
2. Design must begin within 6 months of the date of federal authorization for design.
3. Federal authorization for construction must be obtained within within 30 months of the date of federal authorization for design.
4. If a project is included in the ADOT Five-Year Transportation Facilities Construction Program, then federal authorization for design must be obtained within the first six months of the SFY design is approved for.
5. Projects that miss design or construction milestones will be flagged and ADOT TSS will not accept applications for HSIP funding from agencies with flagged projects.

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6. If an agency fails to submit necessary project documentation, such as a project close-out request letter, ADOT TSS will not accept any additional HSIP applications from that agency until such time the project document is received or closed out.
7. For local agencies, if an application is submitted for a project that was not identified in their COG/MPO Strategic Transportation Safety Plan (STSP) project list, then justification must be included explaining why.
8. If a submitting agency delays, postpones or withdraws a project because it cannot be delivered in the programmed SFY due to funding, it can be resubmitted with a revised HSIP application in the next call-for-projects for the next available funding SFY.

FY 23 and FY24 HSIP Application

| | | | |
|---|---|---|---|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| Contact: | | Phone: | E-Mail: |
| | | | |
| Type of Safety Improvement: | Spot: YES NO | Systemic: | <input type="checkbox"/> <input type="checkbox"/> |
| Mark all that apply to your project: Design <input type="checkbox"/> Construction <input type="checkbox"/> | | | |
| Anticipated Total Cost Estimate: | | \$0.00 | |
| Anticipated dollar amount of HSIP Funding: | | \$0.00 | |
| Anticipated Dollar amount of Local Match (5.7%) (5.66%): | | \$0.00 | |
| Anticipated Dollar amount of Other: | | \$0.00 | |
| Funding Source: 100% HSIP 94.3% <input type="checkbox"/> | | Cost Estimate Tab: | |
| Administration of Project: | Agency: YES NO <input type="checkbox"/> <input type="checkbox"/> | ADOT: YES NO <input type="checkbox"/> <input type="checkbox"/> | |
| Name and Title of COG/MPO Representative: | | | |
| Basic Project Information | | | |
| Anticipated Design Year (Construction year cannot be the same): | | FY23 | |
| If additional ROW is needed, what FY is purchase anticipated?: | | FY23 | FY24 |
| Anticipated Construction Year: | | | |
| 1. Have lower cost countermeasures been considered or implemented? | | YES NO <input type="checkbox"/> <input type="checkbox"/> | |
| 1a. If "Yes", describe: If "No", explain why not: | | | |
| 2. Which 23 USC 148 highway safety improvement project category does this project come under? | | | |
| 2a. | | | |
| 3. Describe your safety improvement project in detail: (50 words or less) | | | |
| 3a. | | | |
| 4. Describe the location of this safety project: | | | |

FY 23 and FY24 HSIP Application

| | | | |
|------------------|---|--------------------------|--------------------------|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| 4a. | | | |
| 5. | What crash data screening method was used to identify this project? | | |
| 5a. | | | |
| 6. | What is the safety justification for the proposed project? | | |
| 6a. | | | |
| 7. | Will there be ground disturbing activities? | YES | NO |
| 8. | Is project within applicants permanent ROW? | YES | NO |
| 8a. | If NO please explain: | | |
| 9. | Will any temporary right-of-way acquisitions be required? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. | Will there be any utility relocation needed? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10a. | If YES please explain: | | |
| 11. | Does Section 4(f) apply to any portion of this project? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11a. | If YES please explain: | | |
| 12. | Are there any other issues that may impact or delay development or construction of this project? | <input type="checkbox"/> | <input type="checkbox"/> |

FY 23 and FY24 HSIP Application

| | | | |
|----------------------------------|--|--------------------------|---|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| 12a. | If YES please explain: | | |
| 13. | Is this project in compliance with revised ADA Standards? YES NO | | |
| 13a. | If NO please explain: | | |
| 14. | Does the project support Arizona's Strategic Highway Safety Plan? <input type="checkbox"/> NO | | |
| 15. | Are there any Studies, RSA's or Other evaluations that support this project? YES NO | | |
| 16. | If the project is a traffic control device requiring a warrant, is a copy attached? | | YES NO |
| 17. | HSIP Roadway Functional Classification: | | |
| 18. | For projects on State System: | BMP: | EMP: |
| 19. | Average Daily Traffic Volume and Year Collected: | | ADT: Year: |
| 20. | What is the source of ADT?: | | |
| 21. | What is the posted speed limit?: | | |
| 22. | Detailed engineer's cost estimate attached: YES NO | | |
| "Systemic" Safety Project | | | |
| 23. | Completed B/C Ratio Tabulation Sheet Attached (Required): YES NO | | |
| 24. | Most current 5 Years Crash Data from ADOT ALISS database sorted by year & severity (required): | | |
| 25. | What are the inclusive dates of the crash data? | | |
| 26. | Have all crashes that will not be influenced by this countermeasure been deleted from the crash list? (pedestrian, pedalcycle, etc. as applicable) | | |
| 27. | If purchasing equipment or materials, who will install? | | Town/City County Tribe Contractor |
| 28. | Does the project require proprietary Items (23CFR 635.411)?: <input type="checkbox"/> Yes No | | |
| 29. | Is a list of locations for systemic projects provided on the attached form? Yes No | | |
| 30. | How are (will) the proposed locations be prioritized for replacement? (explain below) | | |
| 30a. | | | |

| | | | |
|---|--|-------------------|---|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| 31. | Are the supporting structures in good condition, meet local standards and have an anticipated service life longer than the countermeasure being installed? | | Yes No |
| "Spot" Improvement Projects Only | | | |
| 32. | Completed B/C Ratio Tabulation Sheet Attached (required): <input type="checkbox"/> <input type="checkbox"/> | | |
| 33. | Is the most current 5 Years Crash Data from ADOT ALISS database sorted by year & severity attached and in correct format? (required): | | <input type="checkbox"/> <input type="checkbox"/> |
| 34. | What are the inclusive dates of the crash data? | | |
| 35. | Have all crashes that will not be influenced by this countermeasure been deleted from the crash list? (pedestrian, pedalcycle etc. as applicable) | | |
| 36. | Have any infrastructure changes occurred within the work limits of this project during the years the crash data covers? | | YES NO |
| 37. | If YES please explain: | | |
| 38. | Project vicinity map is provided: <input type="checkbox"/> NO | | |
| 39. | Project work limits map is provided: <input type="checkbox"/> NO | | |
| SHSP - All Projects | | | |
| 40. | Which SHSP Emphasis Area (EA) does this project support?: | | |
| 40a. | Which EA Strategy does it support?: | | |
| 40b. | Does this project support a second SHSP EA? If so, which EA.: | | |
| 40c. | Which EA Strategy supports the second EA? | | |
| 40d. | Does this project support a third SHSP EA? If so, which EA.: | | |

| | | | |
|--|--|--------------------------|---|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| 40e. | Which EA Strategy supports the third EA? | | |
| 41. | Does this project support one of the nine FHWA proven countermeasures?: <input type="checkbox"/> <input type="checkbox"/> | | |
| 41a. | If so, which countermeasure?: | | |
| 42. | Does this project support one of the three Arizona Focus Areas?: YES NO | | |
| 42a. | If so, which focus area?: | | |
| 43. | Which HSIP Improvement Category does this project support?: | | |
| 43a. | Which HSIP Improvement Sub-Category does this project support?: | | |
| 44. | Does your COG/MPO have a Strategic Transportation Safety Plan (STSP)?: | | <input type="checkbox"/> <input type="checkbox"/> |
| 44a. | If "YES", does this project support an Emphasis Area in the COG/MPO STSP?: | | |
| 44b. | List the EA: | | |
| 44c. | If your COG/MPO has a STSP and it was Federally Funded and you answered NO in 41a, explain why this project is being submitted over a STSP identified project. (For Local Agencies Only) | | |
| 44d. | Rational: | | |
| 45. | Are any temporary safety countermeasures needed prior to this permanent solution being installed? | | |
| 45a. | If yes, please explain: | | |
| 46. | For State Agencies, has the Regional Traffic Engineer been made aware of this potential project and does he/she concur with it? | | YES NO |
| Stratigic Transportation Safety Plans Funds (COG/MPO) | | | |
| 47. | What is the date of your last STSP or update completed? | | |
| 48. | How many projects that were identified In your last STSP or update were submitted for HSIP funding? | | |
| 49. | What was the total dollar amount of the projects in question 45? | | |

FY 23 and FY24 HSIP Application

| | | | |
|------------------|---|--------------------------|------------------------|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| 50. | How many projects that were submitted for HSIP funding were eligible and funded by ADOT? | | |
| 51. | What was the total dollar amount of the projects in question 47? | | |
| B/C Ratio | | | |
| 52. | The calculated B/C Ratio is: | ##### | CMF ID Number: |
| | | | 2nd CMF ID No.: |
| | | | 3rd CMF ID NO.: |

**HIGHWAY SAFETY IMPROVEMENT PROGRAM
APPLICATION - COST ESTIMATE**

| Agency: | | Name of Project: | | Non-State Agency Cost Estimate - Countermeasure 100% HSIP Eligible | | | | | |
|---|--------------|-------------------------|--------------|--|---------------------|---------------------|--------------|-------------|---------------------|
| HSIP Project Cost Estimate Worksheet | | | | | | | | | |
| Project Cost Estimate: | Description: | Quantity: | Unit Cost: | Total Cost | HSIP Eligible: | HSIP: | State Match: | Other Amt: | TOTAL COST |
| | | | | | | 100.00% | 0.00% | 0.00% | |
| Planning or Study: | | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Preliminary Engineering: | | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Non-Infrastructure (NI) Elements: | | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| ADOT Admin Costs: | | 1 | \$ 30,000.00 | \$ 30,000.00 | \$ 30,000.00 | \$ 30,000.00 | \$ - | \$ - | \$ 30,000.00 |
| Design Sub-Total | | | | \$ 30,000.00 | \$ 30,000.00 | \$ 30,000.00 | \$ - | \$ - | \$ 30,000.00 |
| Inflation Factor | | 5.00% | | \$ 1,500.00 | \$ 1,500.00 | \$ 1,500.00 | \$ - | \$ - | \$ 1,500.00 |
| Total Design Cost | | | | \$ 31,500.00 | \$ 31,500.00 | \$ 31,500.00 | \$ - | \$ - | \$ 31,500.00 |
| Construction: | | 0 | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction: | | 0 | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction: | | 0 | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Mobilization | | 0 | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Sub-Total | | 0 | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Sales Tax: (if applicable) | | 10.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Sub-Total | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction Admin : | | 14.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Contingencies : | | 5.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Post Design: | | 1.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Communications: | | 5.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Post Sub-Total | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction Sub-Total | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Inflation Factor | | 5.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction Total | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL REQUEST | | | | \$ 31,500.00 | \$ 31,500.00 | \$ 31,500.00 | \$ - | \$ - | \$ 31,500.00 |

Comments:

FY 23 and FY24 HSIP Application

| | | | |
|---|---|---|---|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| Contact: | | Phone: | E-Mail: |
| | | | |
| Type of Safety Improvement: | Spot: YES NO | Systemic: | <input type="checkbox"/> <input type="checkbox"/> |
| Mark all that apply to your project: Design <input type="checkbox"/> Construction <input type="checkbox"/> | | | |
| Anticipated Total Cost Estimate: | | \$0.00 | |
| Anticipated dollar amount of HSIP Funding: | | \$0.00 | |
| Anticipated Dollar amount of Local Match (5.7%) (5.66%): | | \$0.00 | |
| Anticipated Dollar amount of Other: | | \$0.00 | |
| Funding Source: 100% HSIP 94.3% <input type="checkbox"/> | | Cost Estimate Tab: | |
| Administration of Project: | Agency: YES NO <input type="checkbox"/> <input type="checkbox"/> | ADOT: YES NO <input type="checkbox"/> <input type="checkbox"/> | |
| Name and Title of COG/MPO Representative: | | | |
| Basic Project Information | | | |
| Anticipated Design Year (Construction year cannot be the same): | | FY23 | |
| If additional ROW is needed, what FY is purchase anticipated?: | | FY23 | FY24 |
| Anticipated Construction Year: | | | |
| 1. Have lower cost countermeasures been considered or implemented? | | YES NO <input type="checkbox"/> <input type="checkbox"/> | |
| 1a. If "Yes", describe: If "No", explain why not: | | | |
| 2. Which 23 USC 148 highway safety improvement project category does this project come under? | | | |
| 2a. | | | |
| 3. Describe your safety improvement project in detail: (50 words or less) | | | |
| 3a. | | | |
| 4. Describe the location of this safety project: | | | |

FY 23 and FY24 HSIP Application

| | | | |
|------------------|---|--------------------------|--------------------------|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| 4a. | | | |
| 5. | What crash data screening method was used to identify this project? | | |
| 5a. | | | |
| 6. | What is the safety justification for the proposed project? | | |
| 6a. | | | |
| 7. | Will there be ground disturbing activities? | YES | NO |
| 8. | Is project within applicants permanent ROW? | YES | NO |
| 8a. | If NO please explain: | | |
| 9. | Will any temporary right-of-way acquisitions be required? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. | Will there be any utility relocation needed? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10a. | If YES please explain: | | |
| 11. | Does Section 4(f) apply to any portion of this project? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11a. | If YES please explain: | | |
| 12. | Are there any other issues that may impact or delay development or construction of this project? | <input type="checkbox"/> | <input type="checkbox"/> |

FY 23 and FY24 HSIP Application

| | | | | | | | |
|----------------------------------|---|-------------|--|--------------------------|--------------|-------|--|
| Agency: | | | | Title of Project: | | | |
| County: | | | | COG/MPO: | | | |
| District: | | | | Date: | | | |
| 12a. | If YES please explain: | | | | | | |
| 13. | Is this project in compliance with revised ADA Standards? | | | YES | NO | | |
| 13a. | If NO please explain: | | | | | | |
| 14. | Does the project support Arizona's Strategic Highway Safety Plan? | | | <input type="checkbox"/> | NO | | |
| 15. | Are there any Studies, RSA's or Other evaluations that support this project? | | | YES | NO | | |
| 16. | If the project is a traffic control device requiring a warrant, is a copy attached? | | | | YES | NO | |
| 17. | HSIP Roadway Functional Classification: | | | | | | |
| 18. | For projects on State System: | BMP: | | EMP: | | | |
| 19. | Average Daily Traffic Volume and Year Collected: | | | ADT: | Year: | | |
| 20. | What is the source of ADT?: | | | | | | |
| 21. | What is the posted speed limit? | | | | | | |
| 22. | Detailed engineer's cost estimate attached: | | | YES | NO | | |
| "Systemic" Safety Project | | | | | | | |
| 23. | Completed B/C Ratio Tabulation Sheet Attached (Required): | | | YES | NO | | |
| 24. | Most current 5 Years Crash Data from ADOT ALISS database sorted by year & severity (required): | | | | | | |
| 25. | What are the inclusive dates of the crash data? | | | | | | |
| 26. | Have all crashes that will not be influenced by this countermeasure been deleted from the crash list? (pedestrian, pedalcycle, etc. as applicable) | | | | | | |
| 27. | If purchasing equipment or materials, who will install? | | | Town/City | County | Tribe | |
| | | | | Contractor | | | |
| 28. | Does the project require proprietary Items (23CFR 635.411)?: | | | <input type="checkbox"/> | Yes | No | |
| 29. | Is a list of locations for systemic projects provided on the attached form? | | | Yes | No | | |
| 30. | How are (will) the proposed locations be prioritized for replacement? (explain below) | | | | | | |
| 30a. | | | | | | | |

| | | | |
|---|--|-------------------|---|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| 31. | Are the supporting structures in good condition, meet local standards and have an anticipated service life longer than the countermeasure being installed? | | Yes No |
| "Spot" Improvement Projects Only | | | |
| 32. | Completed B/C Ratio Tabulation Sheet Attached (required): <input type="checkbox"/> <input type="checkbox"/> | | |
| 33. | Is the most current 5 Years Crash Data from ADOT ALISS database sorted by year & severity attached and in correct format? (required): | | <input type="checkbox"/> <input type="checkbox"/> |
| 34. | What are the inclusive dates of the crash data? | | |
| 35. | Have all crashes that will not be influenced by this countermeasure been deleted from the crash list? (pedestrian, pedalcycle etc. as applicable) | | |
| 36. | Have any infrastructure changes occurred within the work limits of this project during the years the crash data covers? | | YES NO |
| 37. | If YES please explain: | | |
| 38. | Project vicinity map is provided: <input type="checkbox"/> NO | | |
| 39. | Project work limits map is provided: <input type="checkbox"/> NO | | |
| SHSP - All Projects | | | |
| 40. | Which SHSP Emphasis Area (EA) does this project support?: | | |
| 40a. | Which EA Strategy does it support?: | | |
| 40b. | Does this project support a second SHSP EA? If so, which EA.: | | |
| 40c. | Which EA Strategy supports the second EA? | | |
| 40d. | Does this project support a third SHSP EA? If so, which EA.: | | |

| | | | |
|--|--|--------------------------|--------|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| 40e. | Which EA Strategy supports the third EA? | | |
| 41. | Does this project support one of the nine FHWA proven countermeasures?: <input type="checkbox"/> <input type="checkbox"/> | | |
| 41a. | If so, which countermeasure?: | | |
| 42. | Does this project support one of the three Arizona Focus Areas?: YES NO | | |
| 42a. | If so, which focus area?: | | |
| 43. | Which HSIP Improvement Category does this project support?: | | |
| 43a. | Which HSIP Improvement Sub-Category does this project support?: | | |
| 44. | Does your COG/MPO have a Strategic Transportation Safety Plan (STSP)?: <input type="checkbox"/> <input type="checkbox"/> | | |
| 44a. | If "YES", does this project support an Emphasis Area in the COG/MPO STSP?: | | |
| 44b. | List the EA: | | |
| 44c. | If your COG/MPO has a STSP and it was Federally Funded and you answered NO in 41a, explain why this project is being submitted over a STSP identified project. (For Local Agencies Only) | | |
| 44d. | Rational: | | |
| 45. | Are any temporary safety countermeasures needed prior to this permanent solution being installed? | | |
| 45a. | If yes, please explain: | | |
| 46. | For State Agencies, has the Regional Traffic Engineer been made aware of this potential project and does he/she concur with it? | | YES NO |
| Stratigic Transportation Safety Plans Funds (COG/MPO) | | | |
| 47. | What is the date of your last STSP or update completed? | | |
| 48. | How many projects that were identified In your last STSP or update were submitted for HSIP funding? | | |
| 49. | What was the total dollar amount of the projects in question 45? | | |

FY 23 and FY24 HSIP Application

| | | | |
|------------------|---|--------------------------|------------------------|
| Agency: | | Title of Project: | |
| County: | | COG/MPO: | |
| District: | | Date: | |
| 50. | How many projects that were submitted for HSIP funding were eligible and funded by ADOT? | | |
| 51. | What was the total dollar amount of the projects in question 47? | | |
| B/C Ratio | | | |
| 52. | The calculated B/C Ratio is: | ##### | CMF ID Number: |
| | | | 2nd CMF ID No.: |
| | | | 3rd CMF ID NO.: |

**HIGHWAY SAFETY IMPROVEMENT PROGRAM
APPLICATION - COST ESTIMATE**

| Agency: | | Name of Project: | | Non-State Agency Cost Estimate - Countermeasure 100% HSIP Eligible | | | | | |
|---|--------------|-------------------------|--------------|--|---------------------|---------------------|--------------|-------------|---------------------|
| HSIP Project Cost Estimate Worksheet | | | | | | | | | |
| Project Cost Estimate: | Description: | Quantity: | Unit Cost: | Total Cost | HSIP Eligible: | HSIP: | State Match: | Other Amt: | TOTAL COST |
| | | | | | | 100.00% | 0.00% | 0.00% | |
| Planning or Study: | | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Preliminary Engineering: | | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Non-Infrastructure (NI) Elements: | | 0 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| ADOT Admin Costs: | | 1 | \$ 30,000.00 | \$ 30,000.00 | \$ 30,000.00 | \$ 30,000.00 | \$ - | \$ - | \$ 30,000.00 |
| Design Sub-Total | | | | \$ 30,000.00 | \$ 30,000.00 | \$ 30,000.00 | \$ - | \$ - | \$ 30,000.00 |
| Inflation Factor | | 5.00% | | \$ 1,500.00 | \$ 1,500.00 | \$ 1,500.00 | \$ - | \$ - | \$ 1,500.00 |
| Total Design Cost | | | | \$ 31,500.00 | \$ 31,500.00 | \$ 31,500.00 | \$ - | \$ - | \$ 31,500.00 |
| Construction: | | 0 | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction: | | 0 | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction: | | 0 | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Mobilization | | 0 | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Sub-Total | | 0 | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Sales Tax: (if applicable) | | 10.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Sub-Total | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction Admin : | | 14.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Contingencies : | | 5.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Post Design: | | 1.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Communications: | | 5.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Post Sub-Total | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction Sub-Total | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Inflation Factor | | 5.00% | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction Total | | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL REQUEST | | | | \$ 31,500.00 | \$ 31,500.00 | \$ 31,500.00 | \$ - | \$ - | \$ 31,500.00 |

Comments: