**2024 City Safety Program
Application for Funding**

**Local Programs**

**Funding program being applied for:**

[ ]  **Highway Safety Improvement Program (HSIP)**

[ ]  **Traffic Conflict Screening Using Video Analytics**

**Part 1: Agency Information**

**List the contact information for questions about the project(s) in this application:**

* Agency name:
* Contact name:
* Title:
* Phone:
* Email:

**Regional Transportation Planning Organization / Metropolitan Planning Organization**

* List the county’s regional or metropolitan planning organization name:
* Are the proposed projects in this application consistent with the RTPO/MPO plan?

If no, please explain.

**WSDOT Region where work will occur:** See <https://wsdot.wa.gov/sites/default/files/2021-10/wsdot-regions-map.pdf> for more information.

[ ]  Northwest [ ]  Olympic [ ]  Southwest [ ]  North Central [ ]  South Central [ ]  Eastern

Describe the agency’s progress toward meeting the following Americans with Disabilities Act (ADA)/Section 504 of the Rehabilitation Act requirements for the public right-of-way (e.g. Not started, % complete, complete). If any of the requirements are not yet completed, please also list an estimated completion date.

* ADA/Section 504 Coordinator: (Name/Contact Information)
* Complaint/Grievance Procedures: (Status or % complete), (estimated date of completion)
* Self-evaluation for the public right-of-way: (Status or % complete), (estimated date of completion)
* Transition Plan or Compliance Planning Document (for the public right-of-way): (Status or % complete), (estimated date of completion)
* Accessible pedestrian signal and pushbutton policy if a Transition Plan or Compliance Planning Document has not been completed and the jurisdiction uses or receives requests for accessible pedestrian signals and pushbuttons: (Status or % complete), (estimated date of completion)

*See* [*Local Agency Guidelines Manual Chapter 29*](https://wsdot.wa.gov/publications/manuals/fulltext/M36-63/Lag29.pdf) *for more information.*

**Part 2: Project Information**

**Notes:**

1. Provide all the following information for every project within the priority list described below. Use the formats shown below.
2. The information below must be determined assuming the project will be constructed by design-bid-build or design-build and not by the agency’s forces.
3. Include a vicinity map(s) showing the location of all improvements/countermeasures.
4. For projects that add or revise travel lanes or sidewalks, include a conceptual plan and cross section showing the existing and final configurations.
5. The information below must match what is in the city’s local road safety plan. Include the local road safety plan with this application.
6. Include a detailed cost estimate for each phase (preliminary engineering, right of way, and construction).
7. For projects upgrading an intersection's control type from traffic signs, the city must evaluate a roundabout and provide justification if a roundabout is not selected.

**Project Title:** Provide a title for every project within the priority list described below.

**Districts the project falls within:** See <http://app.leg.wa.gov/districtfinder/> for more information on the following.

* State legislative district #(s):
* Congressional district #(s):

**Description of Work:** List each improvement/countermeasure separately for every project within the priority list found in the local road safety plan. Note if the project is a Spot Location or Systemic project. List projects in order from highest to lowest priority.

*Example Project Descriptions:*

**Project 1 (Systemic):** improvement/countermeasure: *Example—****Convert permitted phasing to flashing yellow arrow***

Location 1: *Example—****Lee Ave. & Main St.***

Direction 1: *Example—****Northbound***

Direction 2: *Example—****Southbound***

Location 2: *Example—****Reyes Blvd. & Fern St.***

Direction 1: *Example—****Eastbound***

Direction 2: *Example--* ***Westbound***

**Project 2 (Spot):** improvement/countermeasure: *Example—* ***Compact Roundabout***

Location 1: *Example—* ***2nd Ave. & Main St.***

Direction 1: *Example—****Northbound***

Direction 2: *Example—****Southbound***

Direction 3: *Example—****Eastbound***

Direction 4: *Example—****Westbound***

**Project Schedule (estimated milestones):** Copy this table for each project.

|  |  |
| --- | --- |
| Project added to the Statewide Transportation Improvement Program (STIP) | Mo./Yr. |
| Project agreement signed with WSDOT Local Programs | Mo./Yr. |
| Begin PE (PE phase authorized by FHWA through WSDOT Local Programs) | Mo./Yr. |
| Community/stakeholder engagement complete | Mo./Yr. |
| Environmental documents (required for every project) approved by WSDOT Local Programs | Mo./Yr. |
| Begin right-of-way (RW phase authorized by FHWA through WSDOT Local Programs) | Mo./Yr. |
| Right-of-way completed (certification by FHWA through WSDOT Local Programs) | Mo./Yr. |
| Contract advertised | Mo./Yr. |
| Contract awarded | Mo./Yr. |
| Construction/project complete | Mo./Yr. |

**Project Cost, Match Amount, and Requested Funding:** Copy this table for each project.

|  |  |  |  |
| --- | --- | --- | --- |
| **Phase** | **Cost of entire phase** | **Match amount** | **Amount requested from this program** |
| Preliminary Engineering (PE) | $ | $ | $ |
| Right-of-Way (RW) | $ | $ | $ |
| Construction (includes construction administration) (CN) | $ | $ | $ |
| **Total** | **$** | **$** | **$** |

Table notes:

1. Round all numbers to the nearest $1,000.
2. Projects are eligible for 100% federal HSIP funding for all phases authorized prior to April 30, 2027. Any phases not authorized by this date may be subject to the remaining funds being rescinded.

**Provide all the following information for every project within the priority list found in the local road safety plan.**

1. **Limits of work:** Beginning: Ending:
2. **Project in adopted plan?:** If this project is in an adopted plan (transportation plan, ADA transition plan, etc.), list the plan name and date adopted:
3. **Has this project had community/stakeholder engagement?** [ ]  Yes [ ]  No
4. **Coordination with other jurisdictions:** If any roadways in this application are owned or managed by another jurisdiction, such as a city/town, Indian tribe, federal agency, or WSDOT, list the roadways here:

Include a letter or email from each of the other jurisdictions that indicates concurrence with this application. Projects on state routes shall be coordinated through the appropriate WSDOT regional office identified above. Contact the Region Local Programs Engineer at <https://wsdot.wa.gov/business-wsdot/support-local-programs/contact-support-local-programs> to start this process.

1. **Current Project Information:** Is this a current project? [ ]  No. [ ]  Yes. If yes, answer the following questions.
2. **Existing Project Number (if assigned – otherwise state “Not yet assigned”):**
3. **Explain the project status and why your jurisdiction is applying for additional funds:**
4. **Explain if the project description, schedule, or budget has changed and if so, how and why:**
5. **Does the project have current federal funding?** [ ]  No. [ ]  Yes. Identify the funding program (Highway Safety Improvement Program, Surface Transportation Block Grant Program, etc.). Note: Federal funds cannot be used for the match.

**Crash data for Spot Location projects:** List the fatal and serious injury crashes this project has the potential to address. The spot location project must address one or more fatal and/or serious crashes from 2018-2022.

|  |  |  |
| --- | --- | --- |
| **Location** | **Crash Report Number** | **Year** |
| 1. |  |  |
| 2. |  |  |
| Etc. |  |  |

**Application submittal checklist:**

[ ]  Completed application form (One application per agency which includes all projects being considered for

 funding in priority order as reflected in the agency local road safety plan.)

[ ]  Local Road Safety Plan/ Systemic Safety Plan

[ ]  Cost estimates for each project being considered for funding

[ ]  Vicinity map showing the location(s) of each project

[ ]  Project conceptual plans

[ ]  Project cross sections

[ ]  Cross jurisdictional letter(s) of concurrence (as applicable)

[ ]  Intersection control justification when upgrading from signing when a roundabout is not selected (as applicable)

Submit completed application and required documents to HLPGrants@wsdot.wa.gov.

**Americans with Disabilities Act (ADA) Information**

This material can be made available in an alternate format by emailing the Office of Equity and Civil Rights at wsdotada@wsdot.wa.gov or by calling toll free, 855-362-4ADA(4232). Persons who are deaf or hard of hearing may make a request by calling the Washington State Relay at 711.

**Title VI Notice to Public**

It is the Washington State Department of Transportation’s (WSDOT) policy to assure that no person shall, on the grounds of race, color, national origin, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, be denied the benefits of, or be otherwise discriminated against under any of its programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with WSDOT’s Office of Equity and Civil Rights (OECR). For additional information regarding Title VI complaint procedures and/or information regarding our non-discrimination obligations, please contact OECR’s Title VI Coordinator at (360) 705-7090.