TITLE OF PLAN

AGENCY

DATE

(OPTIONAL) Agency motto, slogan and/or safety message

LOCAL ROAD SAFETY PLANS:
Your Map to Safer Roadways

No matter what your resources, a Local Road Safety Plan will guide you to data-driven solutions and safer roads.

https://safety.fhwa.dot.gov/provencountermeasures/local_road/

START HERE!

Risks Ahead

Identify Stakeholders
Law Enforcement · Public Health · EMS · Elected Officials

Café

Chevron signs reduce nighttime crashes by 25%.

Choose Proven Solutions
Chevrons · Roundabouts · Targeted Enforcement · Crosswalks

Use Safety Data
Crashes · Maintenance Logs · Safety Audits · Traffic Violations

In 2017, over 50% of fatalities occurred on rural roads, but just 19% of Americans live in rural areas.

Store

Implement Solutions
Education & Enforcement · Capital Projects · Maintenance Work

Safer Roads Ahead

More than 75% of all roads are maintained by local agencies.

LOCAL ROAD SAFETY PLANS

Help Get People Home Safely

U.S. Department of Transportation
Federal Highway Administration
FHWA-SA-18-019

Local Road Safety Plan Template

A Local Road Safety Plan is focused on the safety priorities and goals of your community. Local Road Safety Plans can also be known as Comprehensive Safety Action Plans, Vision Zero Plans, County Safety Plans, and Tribal Transportation Safety Plans[1]. *Many agencies are also adopting the principles set forth in the **Safe System Approach** and the **Core Elements for Vision Zero Communities**. Feel free to use this template to create your safety planning document.*

Delete the instructions and examples shown in *** shaded area ***, and then start writing!

EXECUTIVE SUMMARY

***Summarize the local road safety plan at a high level. A signature line(s) could be added to ensure that your plan is recognized in your agency as an official document and that it is institutionalize in terms on commitment to implementation[2]. ***

Insert your text here.

INTRODUCTION

***Briefly describe your Local Agency's commitment to transportation safety through this planning process and the drafting of this plan. An introduction can be one or more paragraphs and can be as general or specific as you'd like. It serves two purposes: it gives readers an idea of what the rest of the plan will focus on; and it provides a reason to keep reading. You should include a summary of the plan contents; define the purpose—to save lives and reduce roadway risk; and provide some safety statistics about your roadways.

E.g., The County is committed to improving transportation safety to eliminate deaths and serious injuries that result from crashes on our transportation system by 2035. This plan tells the story of transportation risks, safety data and strategies to improve safety for our County. Implementation of the plan will improve transportation safety for the County, its people, and its visitors. As part of an ongoing effort to make safety improvements, this Local Road Safety Plan was developed with input from several safety partners and stakeholders. The ultimate goal that will result from the implementation of this plan is zero deaths and serious injuries on our roadways.***

Insert your text here.

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[1] To be compliant with the Comprehensive Safety Action Plan requirements set forth under the Safe Streets and Roads for All Program (SS4A), refer to the Self-Certification Worksheet.

[2] For SS4A, A Comprehensive Safety Action Plan identifies the need for a high-ranking official or governing body to publicly commit to an eventual goal of zero roadway fatalities and serious injuries, including a target date to reach zero, OR setting one or more targets to achieve significant declines in roadway fatalities and serious injuries by a specific date.
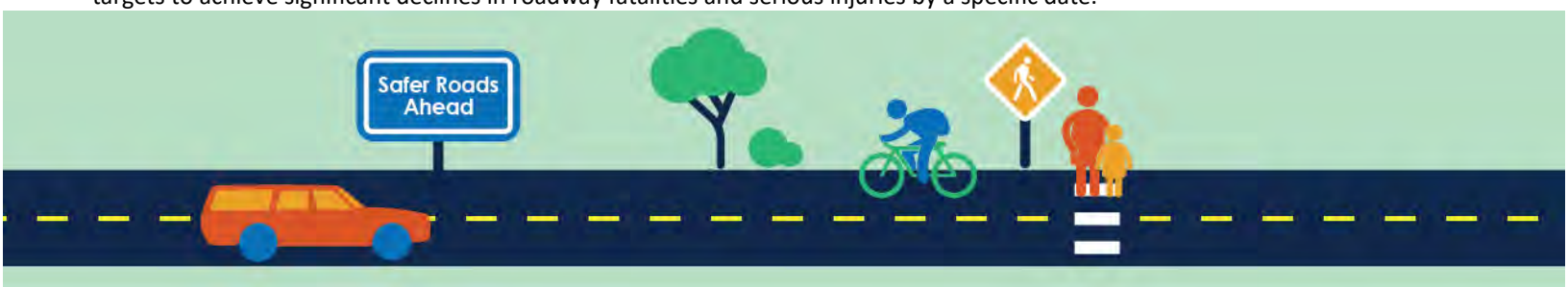
VISION, MISSION, & GOALS

***Generate interest in the planning process by drafting vision, mission, and goals for your plan. This can be a team effort with your partners and stakeholders. A **worksheet to help you develop your vision, mission, and goals** is available on the LRSP DIY site under Step 1: Identify Stakeholders.

A vision statement is an idealized future description of your success. It should inspire, energize, focus, and help you and your partners picture success as you develop the plan. The best vision statements describe the desired long term, big picture outcome.

> E.g., *To help all users of Boone County's transportation system to reach their destination safely (Boone County, IN Highway Department).*

A mission statement describes what an agency is going to do to achieve its vision. It states their objectives and approach. It should energize and focus you and your partners on something that everyone can work towards to achieve.

> E.g., *Eliminate fatal and serious injuries resulting from traffic crashes and make decisions based on their ability to reach zero deaths on Boone County's transportation System (Boone County, IN Highway Department).*

Create plan goals to supplement the vision and mission and help refine the team's focus and work towards outputs and outcomes that are measurable. These goals can be a combination of incremental and specific to certain crash types.

> E.g., *Zero pedestrian deaths in the next 12 months.*
> E.g., *Reduce the number of severe roadway departure crashes 50% by 2025.*
> E.g., *Eliminate fatal and severe crashes by 2030.*

If you are having trouble coming up with your vision, mission, and goals, draft something now, then revisit this section **after** your data analysis and you've gotten further along with your safety analysis. Consider reviewing your State's Strategic Highway Safety Plan (SHSP) to help put your goals in context of the State's efforts and goals—and how your plan can contribute to those goals[3].***

Insert your text here.

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[3] For SS4A, there must be an eventual goal of zero roadway fatalities and serious injuries. The stated commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following: (1) the target date for achieving zero roadway fatalities and serious injuries, OR (2) an ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries. (SS4A FY 2022 Notice of Funding Opportunity, page 6)

SAFETY PARTNERS AND STAKEHOLDERS

***Select and identify partners and stakeholders that will be able to provide input and assistance with acquiring and analyzing data, selecting emphasis areas, developing safety strategies, and implementing and monitoring projects and the final plan[4]. For example, local law enforcement, public health department, schools, community groups - including any underserved groups, incident management and disaster preparedness responders, major employers, medical professionals, media, etc. **A list of potential stakeholders and a State Safety Contacts database are available on the LRSP DIY site under Tools and Resources on Step 1: Identify Stakeholders**. ***

Insert your text here.

- Partner/Stakeholder 1:
- Partner/Stakeholder 2:
- Partner/Stakeholder 3:
- Partner/Stakeholder 4:

PLAN DEVELOPMENT PROCESS

Describe the process you used to develop the plan. This would include identification of team members, public engagement and collaboration efforts, partner involvement, the problem identification process, equity considerations, timeline, etc. It can be advantageous to reference other governmental plans and policies that may support the development of the LRSP.

Insert your text here.

EXISTING EFFORTS

Describe the efforts, activities, projects, programs, policies, guidelines, and procedures that are already in place to address transportation safety in your jurisdiction. Identify those that will be evaluated; opportunities to improve how current processes prioritize transportation safety; and existing efforts that are beneficial and will continue to be implemented for the foreseeable future.

Insert your text here.

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[4] For SS4A, the planning structure must include "[a] committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring." (SS4A FY 2022 Notice of Funding Opportunity, page 6)
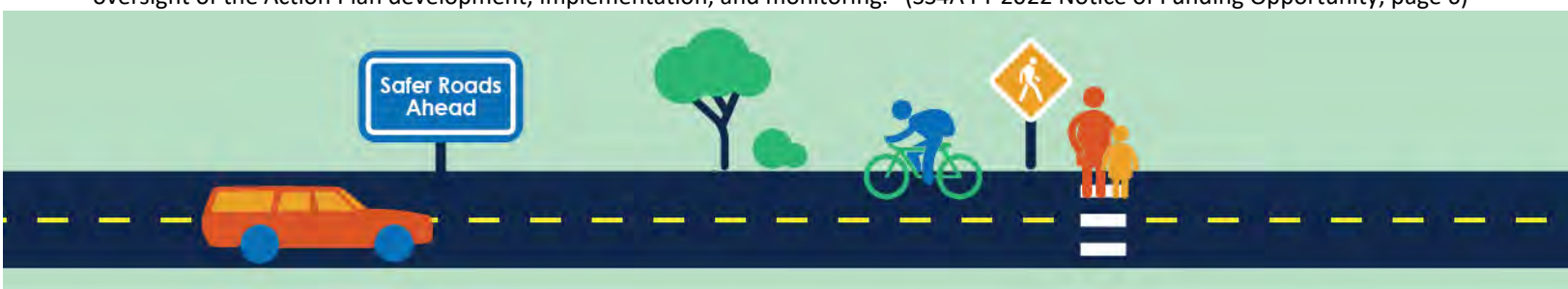
DATA ANALYSIS and SUMMARY

***Use available data to support the development of your plan. Data may include multiple sources, such as police crash reports or databases, maintenance logs, traffic violations, EMS or hospital data, and socioeconomic indicators. If no crash data is available to you directly or from your State DOT, fatal crash data can be obtained from the **National Highway Traffic Safety Administration's Fatality Analysis Reporting System**. Some local road safety plans include Data Improvement as an emphasis area.

Note any trends shown by the available data and additional questions prompted by the data. Data analysis involves looking for patterns in crash type, road user characteristics, roadway features, vehicle factors, socioeconomic indicators, and environmental conditions.

Fatal crashes in rural areas and on some local roads happen infrequently across a broad roadway network. If this is the case, try to use a systemic approach to safety, by identifying the characteristics present in severe crashes, and identifying where else on your roadway network has similar characteristics. Characteristics can include roadway features such as lane width, shoulder width, curvature, speed limit, and traffic volume. It is not necessary that these characteristics be measured values (e.g., lane width = 11 ft). Documenting if a roadway has narrow, typical, or wide lanes and that the traffic volume is high, medium, or low will often suffice. Information on performing a systemic analysis is available on the **LRSP DIY website under Step 2: Use Safety Data**.

In addition, you should assess existing polices, plans, guidelines, standards, and procedures that could be expanded or updated to better prioritize the equitable safety of all road users, including those that have been historically underserved.

Examples of national data sources include:
- National Highway Traffic Safety Administration's (NHTSA) Fatality Analysis Reporting System - https://cdan.dot.gov/query

- National EMS Dashboard: Traffic Crashes - https://www.ems.gov/national-ems-dashboard.html

- EPA Environmental Justice Screening and Mapping Tool - https://www.epa.gov/ejscreen

- CDC/ATSDR Social Vulnerability Index - https://www.atsdr.cdc.gov/placeandhealth/svi/index.html

- CDC Transportation Safety - https://www.cdc.gov/transportationsafety/index.html

- CDC Linking Information for Nonfatal Crash Surveillance (LINCS) - https://www.cdc.gov/transportationsafety/linkage/Linking-Information-Nonfatal-Crash-Surveillance.html

- USDA Cropland Data - https://www.nass.usda.gov/Research_and_Science/Cropland/SARS1a.php

SS4A also highlights other options.
- SS4A Underserved Communities Census Tracts (Historically Disadvantaged Communities) (USDOT) – https://usdot.maps.arcgis.com/apps/dashboards/99f9268777ff4218867ceedfabe58a3a

- FHWA - HEPGIS Maps: Socioeconomics and Equity Analysis (FHWA) – https://hepgis.fhwa.dot.gov/fhwagis/

Other state and local data source examples.
- Indiana Criminal Justice Institute Crash Statistics - https://www.in.gov/cji/research/crash-statistics/

- Indiana State Police Year Crash Statistics - https://www.ariesportal.com/

- MN TZD – https://www.minnesotatzd.org/regions

- Colorado Department of Public Health –
  http://www.cohealthmaps.dphe.state.co.us/cdphe_community_health_equity_map/ ***

Insert your data and analysis here.

MAP OF HIGHER RISK LOCATIONS

Insert any meaningful maps here that show higher risk locations. Maps can highlight where there is a concentration of fatal and serious injury crashes (sometimes called a High-Injury Network), as well as contributing factors and crash types. Additionally, maps can be helpful in identifying high risk road features contributing to crashes. Maps can also be used to highlight underserved communities, crash trends, evacuation routes, and incident management routes.

Insert maps here.

DATA SUMMARY

Insert meaningful tables and charts here that help summarize crash trends and/or higher risk locations. It is important to determine areas where a local trend is overrepresented compared to others in the region or a similar community. Tables and charts can also be used to highlight underserved communities and crash trends. A **Crash Data Summary Template** to assist in summarizing crash data is available on the LRSP DIY Site under "Systemic Tools" on Step 2: Use Safety Data.

Insert your data summary here.

CRASH TREE DIAGRAMS

Insert crash tree diagrams here that help identify higher risk locations. Tree Diagrams can include road features, intersection control, crash severity, equity measures, and natural disaster events. Duplicate, or delete, this page if needed. A tool to develop crash tree diagrams is available on the LRSP DIY Site under "Systemic Tools" on Step 2: Use Safety Data.

Examples:
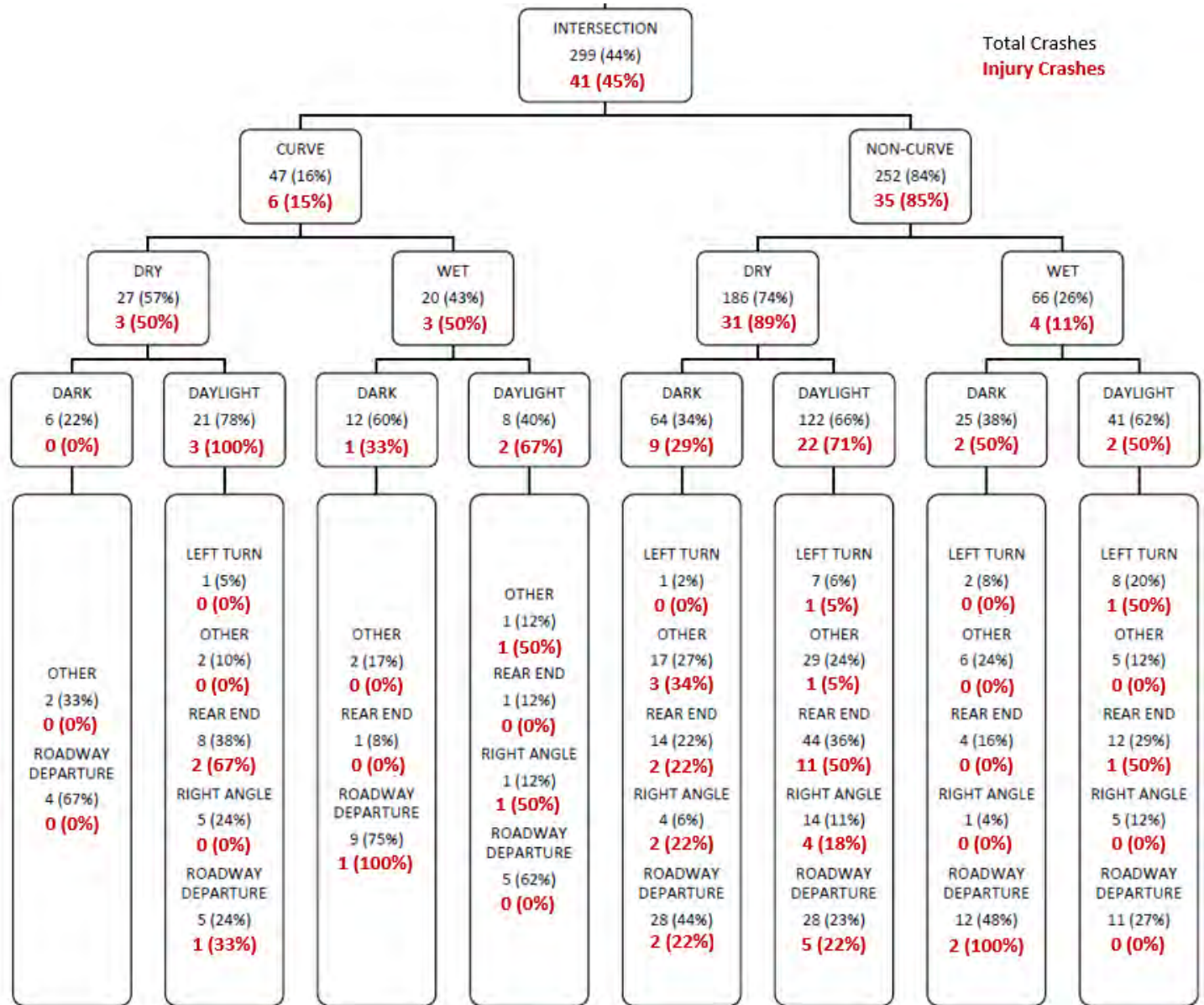
Insert your crash trees here.

EMPHASIS AREAS and COUNTERMEASURES

***An emphasis area can represent contributing factors or populations that are overrepresented in the data, e.g., pedestrians, younger drivers, impaired driving-related crashes, intersection crashes, etc. Many plans will include multiple emphasis areas. Emphasis area descriptions typically include three parts: problem identification, a goal, and countermeasure strategies. The problem identification section should include explanations of the issue and the data that was used to determine that it should be part of your focus. Your goal should be specific and measurable, and state the improvement(s) that you wish to accomplish through this plan. Strategies should be evidence-based and describe the activities that will have an impact on the situation. Consult your State's [Strategic Highway Safety Plan (SHSP)](#) to learn about emphasis areas for the entire State. Your agency's emphasis areas could match those in the SHSP or could be different or more detailed if your severe crash issues are unique to your jurisdiction.

Examples of emphasis areas that might fit your situation are lane departure crashes, crashes on curves, impaired driving crashes, pedestrian safety, intersection crashes, younger drivers, data management, nighttime crashes, post-crash care, equity measures, or climate change. Some agencies are using the [Safe System Elements](#) as emphasis areas.

Strategies could include the updating of current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize safety.

Resources to Help Select Countermeasure Strategies:

- FHWA Proven Safety Countermeasures – https://safety.fhwa.dot.gov/provencountermeasures/

- NHTSA Countermeasures that work – https://www.nhtsa.gov/sites/nhtsa.gov/files/2021-09/Countermeasures-10th_080621_v5_tag.pdf

- Pedestrian and Bicycle Information Center – https://www.pedbikeinfo.org/resources/

Description of Emphasis Area 1: (What is the problem? Why is this emphasis area strategic?)

- Describe the emphasis area so that an outside reader could understand why emphasis is being placed on this category of incidents.

- Provide a detailed description of exactly what types of incidents the emphasis area covers.

- Provide any additional data that is specific to this subset of crashes.

Goal for Emphasis Area 1:

- Goals provide a short-term measure that can be accomplished.

- Goals enable you to measure success and determine the appropriate time to revise the plan.

Strategies for Emphasis Area 1:

- How will the emphasis area be addressed?

- Strategies should be evidence-based, implementable and should address the emphasis area.

- Who/which agencies will lead implementation? Which agencies will offer support?

Assign a champion to take the lead on implementation of each high-level strategy. You may also want to consider developing a more detailed action and funding plan to help you implement each strategy later. This could include seeking Federal funds, State funds, Federal Highway Safety Improvement Program (HSIP) funds through your State DOT or using/redistributing your current funding for projects and maintenance activities.***

Insert your text here.

Emphasis Area 1:

Emphasis area title: _____

Description: _____

Goal: _____

Strategies for Emphasis Area 1:

_____ *(Strategy Champion:* _____*)*

_____ *(Strategy Champion:* _____*)*

Potential Funding Sources: _____

Emphasis Area 2:

Emphasis area title: _____

Description: _____

Goal: _____

Strategies for Emphasis Area 2:

_____ *(Strategy Champion:* _____*)*

_____ *(Strategy Champion:* _____*)*

Potential Funding Sources: _____

Emphasis Area 3:

Emphasis area title: _____

Description: _____

Goal: _____

Strategies for Emphasis Area 3:

_____ *(Strategy Champion:* _____ *)*

_____ *(Strategy Champion:* _____ *)*

Potential Funding Sources: _____

LIST OF PROJECTS AND STRATEGIES

Plans should include a list of projects and strategies to address safety issues identified. Partners and stakeholders can help identify areas of need. The Safe System Approach can be used to identify strategies including safe roads, safe road users, safe speeds, and post-crash care. Include the time ranges when they will be deployed and explain the prioritization criteria.

Insert your text here.

IMPLEMENTATION & EVALUATION

***Describe the process that will be used to ensure implementation of the plan, determine if/when an update to the plan is needed, and ultimately evaluate the success or lessons learned from the plan[5].

- How will projects and treatments be evaluated?

- How often will the goals be evaluated to measure success?

- What kind of data will be used for the evaluation?

- When should revision of the plan be considered? (Living Document, every two years, etc.)

- Will a committee be formed to meet periodically to oversee implementation?

- Will the local agency hold any departments accountable for progress on the plan goals?

- Is further involvement needed from safety partners/stakeholders from entities outside the local agency? ***

Insert your text here.

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[5] For SS4A, the Evaluation/Progress/Transparency section must include, at a minimum, annual public and accessible reporting on progress toward reducing roadway fatalities and serious injuries, and public posting of the Action Plan online.