

# **Pedestrian Safety Action Plan – Local Call for Projects Guidance for Locals - October 2017**

## **Background**

The New York State Department of Transportation (NYSDOT) released its first-ever New York State [Pedestrian Safety Action Plan](#) (PSAP) in June of 2016. The five-year, multi-agency plan takes a three-pronged approach to improve pedestrian safety. It will be implemented cooperatively by NYSDOT focusing on engineering improvements, the State Department of Health producing public education and awareness campaigns, and the Governor’s Traffic Safety Committee coordinating increased law enforcement. Funding for the plan’s implementation is supported through the federal Highway Safety Improvement Program (HSIP) funding and State sources.

The PSAP calls for a systemic approach to address widespread pedestrian safety issues and minimize crash potential by implementing low-cost countermeasures throughout the roadway network, both local and state jurisdictions. NYSDOT has begun pedestrian safety improvements on state-owned roadways at approximately 2,000 uncontrolled crosswalks (no signals or stop signs) and 2,400 signalized intersections. The PSAP also includes \$40 million of federal HSIP funds to implement systemic pedestrian safety projects on local urban roads and streets. Projects funded pursuant to this call for pedestrian projects are eligible to receive up to 100% federal HSIP funding. Potential project sponsors are encouraged to review the [Pedestrian Safety Action Plan](#) especially pages 48-58 to enhance their understanding of the PSAP program before completing an application.

An application form and the supporting materials referenced in this document are available at: <https://www.dot.ny.gov/divisions/operating/osss/highway/psap>.

Questions related to this call for projects should be directed to the appropriate contact in your area. See Appendix A – Local Call Contact List at <https://www.dot.ny.gov/divisions/operating/osss/highway/psap>.

## **Eligibility Criteria**

- The following entities are eligible to sponsor a project and apply for a portion of the \$40 million in statewide HSIP funding:
  - Counties, towns and villages located in a designated 2010 federal adjusted urban area.
  - Cities with a population less than 1 million.
  - Counties interested in sponsoring a project on behalf of one or more municipalities within their county are also eligible to apply.
- Minimum HSIP funds per project: \$250,000. Maximum HSIP funds per project: \$5M.
- Projects may be bundled at the county level to meet the required minimum if the county is able and willing to sponsor the project on behalf of one or more municipalities.

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- Eligible projects must systemically implement one or more of the countermeasures identified in the PSAP on local or county urban roads in New York State. The eligible countermeasures are listed in the Pedestrian Safety Action Plan on pp. 48-58 and in the “Eligible Improvements” section below.
- All project locations must be on a public road, off the state touring route system and be on a local or county owned or maintained road. State touring routes are included in the current NYSDOT statewide project.
- All project locations must be on roads that are located within a designated 2010 federal adjusted urban area. The [New York State Department of Transportation Functional Class Viewer](#) can be used to identify locations within an urban area boundary. If you need assistance using the application, please call Regina Doyle at (518) 485-0164 or Robert Zitowsky at (518) 485-8406. A list of urban areas and regional maps are attached to this guidance.
- Various project phases may be programmed between federal fiscal years 2018-2021 as long as construction is completed by 12/31/2021.
- Funding is contingent upon sponsors following the procedures contained in the "Procedures for Locally Administered Federal Aid Projects Manual". The manual describes the various processes and documentation required for local agencies to progress federally funded local transportation projects and can be found at <https://www.dot.ny.gov/plafap>.
  - State local agreements (SLAs) must be developed for funded projects. Local sponsors are required to first instance the project costs and will receive reimbursement from NYSDOT per the terms of the SLA.
  - All environmental processes contained in Chapter 7 of the "Procedures for Locally Administered Federal Aid Projects Manual" must be followed including those related to Section 106 (National Historic Preservation Act Compliance) and endangered species.
  - It is not expected that Right of Way (ROW) will be needed, however this funding can be used for small amounts of ROW acquisition in isolated cases. Chapter 7 of the "Procedures for Locally Administered Federal Aid Projects Manual" describes the procedures required to acquire right of way for a Federal-aid project.
- NYSDOT expects that many projects will be prepared by consultant engineering firms. Professional Engineers (PE) must sign all plan documents.

### **Eligible Improvements**

- Funding provided under this program may be used for projects that systemically implement the basic treatment packages in the Pedestrian Safety Action Plan at uncontrolled crosswalks. Basic treatments for uncontrolled crosswalks are listed below and discussed in the Pedestrian Safety Action Plan on pages 48-56.

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Basic treatments at uncontrolled crosswalks include:

- Hi visibility crosswalk markings (upgrade or replacement of existing markings)
- Retroreflective sign posts on pedestrian crossing signs (at a crosswalk and in advance of a crosswalk)
- Double posted (back to back) fluorescent yellow-green pedestrian crossing signs (MUTCD sign designations: W11-2, S1-1). The pedestrian on the sign should always face the crosswalk.
- Fluorescent yellow-green diagonal downward pointing arrow (MUTCD sign designation: W16-7P)

Basic treatments in advance of an uncontrolled crosswalk include:

- Fluorescent yellow-green pedestrian crossing signs (MUTCD sign designation: W11-2, S1-1)
- Fluorescent yellow-green ahead plaque (MUTCD sign designation: W16-9P)
- The following can be included as basic or enhanced treatments depending on the speed limit and the number of lanes. See PSAP pages 48-56 for more details.
  - Yield line (sharks teeth) pavement markings with advanced yield here to pedestrian sign (MUTCD sign designation: R1-5) at multilane midblock crossings
  - Restrict Parking
- Funding provided under this program may be used for projects that systemically implement the enhanced treatments in the Pedestrian Safety Action Plan at uncontrolled crosswalks. Enhanced treatments for uncontrolled crosswalks are listed below and discussed in the Pedestrian Safety Action Plan on pages 48-56. A justification for enhanced treatments should be provided. The justification may include the results of a safety evaluation, engineering judgement, pedestrian crash experience and/or pedestrian exposure, identified community need and NYSDOT guidance.

Enhanced treatments at uncontrolled crosswalks include:

- In-street pedestrian crossing signs (MUTCD sign designation: R1-6)
- Rectangular Rapid Flashing Beacons (RRFB)
- HAWK Beacons
- Raised pedestrian median refuge, and/or corner islands and/or curb extensions
- Enhanced illumination at crossings

Special Note: Adding a 3-color traffic signal is shown as an enhanced treatment in the PSAP on page 50 however it is not fundable via this call for projects. A location that requires a 3-color signal could be considered for a conventional HSIP project justified with a B/C analysis or alternative funds could be used.

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- Funding provided under this program may be used for projects that systemically implement the countermeasures that are identified on the Pedestrian Safety Action Plan for signalized intersections. Eligible treatments at signalized intersections are listed below and found in the Pedestrian Safety Action Plan on pages 57-58.

Fundable countermeasures at signalized intersections include:

- Retime traffic signals for proper pedestrian clearance time/intervals
  - Retime traffic signals for better coordination (and bandwidth use)
  - Install back plates with retro-reflective borders
  - Upgrade existing pedestrian signals to include countdown indications
  - Upgrade existing crosswalk markings to high visibility or add high visibility crosswalk markings at unmarked signalized locations
  - Restrict parking
  - Evaluate left turn phasing
  - Install Accessible Pedestrian Signals (APS)
  - Add a Leading Pedestrian Interval (LPI)/No Turn On Red LED & Accessible Pedestrian Signal
  - Install a new pedestrian signal with countdown indications
  - Add advance cross street name signs
  - Add signal ahead signs
  - Add Turning Vehicle Yield to Pedestrian Sign (MUTCD sign designation: R10-15)
  - Add No Turn On Red Signs (standard or LED/blank-out) with optional plaques (MUTCD sign designations: R10-11, R10-30, NYR7-4P & NYR7-5P)
  - Move regulatory signs overhead
  - Curb Extensions & Pedestrian Refuge Medians and/or Corner Refuge Islands
  - Enhanced illumination at crossings
- HSIP funding under this program may be used for design, construction and construction inspection. It is not expected that ROW will be needed, however this funding can be used for small amounts of ROW acquisition in isolated cases.
  - All work must be compliant with the Manual on Uniform Traffic Control Devices (MUTCD) if applicable, and departmental guidance. See Appendix F – Countermeasure Resource List at <https://www.dot.ny.gov/divisions/operating/osss/highway/psap> which provides a cross reference between the eligible PSAP countermeasures and applicable reference documents.

### **Systemic Pedestrian Projects - Definition**

- A systemic approach to safety involves widely implemented improvements based on high-risk roadway features correlated with specific severe crash types.<sup>1</sup> Data analysis showed

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<sup>1</sup> FHWA – [A Systemic Approach to Safety – Using Risk to Drive Action](#)

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that crossing locations on local roads in urban areas are high-risk locations for pedestrians. Therefore, this program seeks to implement low cost, preventative pedestrian improvements at many local urban locations.

- As an illustration, the following list includes three examples of eligible systemic projects.
  - Adding pedestrian countdown timers at all or a percentage of the signalized intersections within a municipality.
  - Implementing an upgraded pavement marking and sign package at all or a percentage of uncontrolled crosswalks within a municipality. Include enhanced treatments such as RRFB's or raised refuge areas at several locations where the exposure is greatest.
  - Adding backplates on signals along one or more corridors or adding backplates at all signals within a municipality to increase signal conspicuity.
- As an illustration, the following list includes two examples of projects that are not systemic and would therefore not be eligible for funding under this program.
  - Intersection widening and the installation of turn lanes at a high crash location
  - Construction and/or rebuild of an outdated traffic signal

### **HSIP Funding**

- \$40 million of HSIP funding is available to fund pedestrian safety projects on local and county roads consistent with the Pedestrian Safety Action Plan (PSAP).
- Eligible projects may be eligible for up to 100% funding.
- Project sponsors are responsible for cost overruns.
- These funds cannot be used to replace other fund sources in an existing project. They can be used to partially fund a project that implements eligible pedestrian improvements in a systemic manner.

### **ADA**

The applicability of the Americans With Disabilities Act (ADA) guidelines to Pedestrian Safety Action Plan (PSAP) countermeasures is explained in detail in NYDOT's Traffic Safety & Mobility Instruction TSMI 17-02 which is available online here:

<https://www.dot.ny.gov/divisions/operating/oom/transportation-systems/official-issuances>

Generally, under the Highway Safety Improvement Program, only ADA activities directly resulting from an eligible PSAP project are reimbursable.

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### **Schedule and Application Process**

- Project sponsors must email a completed PSAP Application form and any supporting materials to the appropriate contact in their area no later than March 09, 2018. Examples of supporting materials include justification for enhanced treatments, backup for cost estimates, and location maps.
  - Applications for projects located within an MPO, should be emailed to the MPO contact identified in Appendix A - PSAP Local Call Contact List which can be found at <https://www.dot.ny.gov/divisions/operating/osss/highway/psap>.
  - Applications for projects not located within an MPO, should be emailed to the NYSDOT Regional Planning contact identified in Appendix A - PSAP Local Call Contact List which can be found at <https://www.dot.ny.gov/divisions/operating/osss/highway/psap>.
- Late applications will not be considered for funding.
- The NYSDOT Main Office will host a webinar in late October or early November 2017 to answer sponsor/applicant questions. The webinar presentation materials and a question and answer document will be posted on NYSDOT's website following the webinar.
- Project sponsors/applicants should be notified of project decisions in late spring of 2018.

**The following supporting materials will be available at**  
<https://www.dot.ny.gov/divisions/operating/osss/highway/psap>

PSAP Local Call Guidance for Locals  
PSAP Local Call Application  
PSAP Local Call Letter template  
Appendix A - PSAP Local Call Contact List  
Appendix B - PSAP Local Call Application Instructions  
Appendix C - PSAP Local Call Regional Project Summary Sheet  
Appendix D - PSAP Focus Communities List  
Appendix E - Urban Area List  
Appendix F - PSAP Countermeasure Resource List  
Appendix G - PSAP Local Call Question and Answer (Q&A)  
Appendix H - Urban Area and MPO Maps by NYSDOT Region