LOUISIANA LOCAL ROAD SAFETY PROGRAM
Local Road Safety Improvement Projects

Project Application
LOCAL ROAD SAFETY IMPROVEMENT PROJECTS

Project Application

Louisiana Technical Assistance Program
Louisiana Transportation Research Center
BATON ROUGE, LA

LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT

For assistance in completing this application, please contact LTAP at 225-767-9184
Louisiana Local Road Safety Program
Local Road Safety Improvement Projects

Funding for Local Road Safety Improvement Projects is available through the Louisiana Local Road Safety Program (LRSP). Eligible safety projects include those for roadways and transportation systems owned and operated by parish and municipal road agencies. Specific funds are available for these projects, and additional funding sources or resources may be available depending on the type of project. The Local Technical Assistance Program (LTAP) administers the Local Road Safety Program in coordination with the LADOTD. LTAP also facilitates submittal and review of applications for the Local Road Safety Program.

Intent of the Program

To increase local community participation in roadway safety and to develop and implement road safety improvements to reduce fatalities and injuries on public roads.

Who is Eligible to Request Funding?

Parish or municipal jurisdictions.

Types of Projects Eligible for Funding

Eligible projects will fall into one of the following categories:

1. Construction or improvement of traffic safety and operations at a specific site with a documented crash history, such as:

   - Turning Lanes
   - Roundabouts
   - Culvert Safety End Treatments
   - Roadway Lighting
   - Roadway Drop-offs
   - Site Triangles
   - Rumble Strip Areas
   - Flashing Warning Devices

2. Installation or purchase of materials for traffic control devices such as signs and pavement markings, and flashing beacons.
3. Transportation and roadway safety initiatives such as:
   - Sign Inventories
   - Roadway Inventories
   - Crash and Location Data Development and Analysis
   - Work zone Safety
   - Safe Routes to School
   - Public Information and Education

**Application Required**
A downloadable application form is available at LTAP’s website [www.ltrc.lsu.edu/ltap](http://www.ltrc.lsu.edu/ltap)

**Maximum Funding**
State funding cannot exceed $500,000 per project.

**Project Selection and Approval**

*All project funding is provided through the Louisiana Department of Transportation and Development.*

The Louisiana Local Road Safety Program utilizes a Review and Selection Committee composed of representatives from local government, LADOTD, FHWA, the Louisiana Highway Safety Commission, and the Local Technical Assistance Program (LTAP). The Committee recommends a priority ranking of projects to the LADOTD Safety Section, which then approves funding of specific projects

- Site-specific projects are evaluated by a benefit/cost ratio analysis and other criteria. **LOW COST PROJECTS ARE ENCOURAGED.**
- Funding for selected projects is approved considering the safety benefits of eligible applications, the annual funding level and other criteria.
- All project awards will be funded, bid, and advertised by LADOTD.
- All purchases must be made according to state contract regulations as specified by the LA Division of Administration.

**Program’s Annual Funding Level**
The annual funding level is anticipated between $3 and $5 million per year.

**Important Dates**
Completed applications are due each year by **October 1.**
Project selection and award will be made by January 15 of the following year.
Send Applications to:
Marie B. Walsh, Director
Local Technical Assistance Program
Louisiana Transportation Research Center
4101 Gourrier Avenue
Baton Rouge, LA 70808
(225) 767-9184
How to Use this Manual

To save time in processing your application, please follow directions and provide all requested application documentation.

List of Documentation

- Applicant Information
- Project Concept
- Project Information with Description
- Itemized Cost & Funds Requested
- 95/5 Match
- Certification
- Pictures of site (attach to application)
- Map of site (if available)
APPLICATION FOR LOCAL ROAD SAFETY IMPROVEMENT PROJECT FUNDS

Title of Project: ________________________________________________________________

Location: 
(Enclose map or “Google Earth” diagram (preferred) or GPS coordinates or physical address or any combination of material required to assist in directing LTAP and Application Reviewers to the project location)

Sponsor: ________________________________
(Must be the road owner or authority, typically the Parish or Municipality.)

Address: _________________________________________________________________

City: ___________________________ State: ____ Zip: _____________________________

Contact Person: ___________________________ Title____________________

Contact Phone No.:__________________________ E-Mail_________________________

Fax Number: ______________________________ Date_____________________

Applicant: ________________________________

Address: _________________________________________________________________

City: ___________________________ State: ____ Zip: _____________________________

Contact Person: ___________________________ Title____________________

Contact Phone No.:__________________________ E-Mail_________________________

Fax Number: ______________________________ Date_____________________

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PROJECT CONCEPT

Identify the Problem:

Describe the safety issue or concern and your proposed countermeasure:

What are the symptoms of the problem (what’s happening)?

What is the cause(s) of the problem?
What sources of data or information do you have to document the situation? Please provide road safety assessment report, crash analyses, condition diagrams, traffic study, etc. *Note: Development of data may be included as part of your project.*

What countermeasures have been attempted to resolve the situation? How successful were they?

Explain how your project will address the situation and improve safety:
Tell us more about the type of facility or road that you want to make safer.

What is the amount of traffic that typically uses the facility each day? (How did you determine the traffic volume?)

What type of traffic uses the facility? (cars, truck, farm or construction equipment, pedestrians, cyclists, etc.)

What is the best time of day to observe or experience the safety problem?

Is there any special event in the vicinity of your project that generates unusually high traffic volumes?

Road Information:

How many lanes are on the road or project site? How wide are these lanes?

What is the current posted speed limit for the facility?
Property Information:

What is the type of land use adjacent to the project? (residential, commercial, agricultural, school, government, etc.)

Will any property need to be acquired to make your project work (right-of-way acquisition?) Be specific.

Are there any drainage issues or features associated with the project site location? Please explain.
Other Project Information:

How will you determine the success of this project in the short term and the long term? (Can you provide cost/benefit data?)

How do you plan to maintain the safety improvement?

Note: Priority will be given to applications that contain thorough descriptions of their project. Use and consideration of crash data and statistics are encouraged. Development, organization, and analysis of this data can be included as part of the project.

Please attach any pictures or sketches to help explain your project.
ITEMIZED COST OF FUNDS REQUESTED

Itemize ALL project elements for which funding is being sought. All construction projects involving state roads will be bid and advertised by DOTD. Check DOTD website (http://www.dotd.louisiana.gov/lettings/20060407_bids2000e.shtml) to help you determine how much various items may cost. Be advised that many of the costs on this website reflect large scale purchases and that unit costs for your project items may be significantly higher.

Examples of itemized costs include (but are not limited to):

- Crash data evaluation and management system development
- Materials purchase (signs, pavement markings, etc.)
- Installation and labor
- Project design and construction
FUNDS REQUESTED AND LOCAL MATCH REQUIREMENTS

Local Matching requirements may vary from 0 to 10%. In general, 95% funds requested for non-construction projects must be matched with 5% local contributions. For non-construction projects, the local match may include “in-kind” contributions. Construction projects may require a 10% local (cash) match.

Line 1 – Project Costs $______________

Line 2 – Anticipated local match $______________

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<th>LIST SOURCES OF MATCH</th>
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TOTAL AMOUNT OF MATCH (Should be equal to Line #2 above) $______________

Line 3 – FUNDS REQUESTED BY APPLICANT (subtract Line 2 from line 1, Round to nearest $100) $______________

CERTIFICATION

The undersigned has legal authority to enter into contract to implement this project. The undersigned certifies that all information provided is complete and accurate to their best knowledge. The undersigned acknowledges that if the project is accepted, the funding and scope of work requested in this application SHALL NOT be changed from that originally requested.

SIGNATURE ___________________________ DATE ____________

TITLE ___________________________ PHONE NUMBER ___________________________

PRINTED NAME ___________________________