

# Strategic Transportation Safety Plan Template

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Additional resources are available in the Transportation Safety Plan Toolkit for Tribal Governments at <http://flh.fhwa.dot.gov/programs/ttp/safety>.

Feel free to use this Word document to create your planning document. Delete any instructions and examples, and then start writing!

## INTRODUCTION

Briefly describe your Tribe's commitment to transportation safety through this planning process and the drafting of this document. 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 say; and it provides a reason to keep reading. For example, you should include a description of the document; define the central concept—transportation safety; and perhaps provide some statistics that you'd like to change enough to take on this planning process.

For example, you might say, "The Tribe is committed to improving transportation safety to reduce the risk of death and serious injury that result from incidents on our transportation systems. This plan tells the story of transportation safety needs and strategies for our community. Implementation of the plan will improve transportation safety for the tribe, its people, and its visitors. As part of an ongoing effort to make safety improvements, this Strategic Transportation Safety Plan was developed with input from several safety partners. In the past 5 years, (state some statistic that you want to improve). The Tribe is targeting (cite a goal that will improve this statistic) over the next 5 years."

## VISION

Generate interest in the planning process by drafting a vision statement. It can be a team effort. A vision statement is an idealized 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 outcomes that are five to ten years away. . Summarize your Vision in a powerful phrase. This can greatly enhance the effectiveness of your vision statement. This phrase will serve as a trigger to the rest of the vision in the mind of everyone that reads it. If you are having trouble coming up with your summarizing phrase, try adding **after** you've written the rest of the vision statement.

Here are some examples:

- No fatal incidents, no one dies on our transportation facilities
- Save a Life, Save a Nation
- Toward Zero Deaths on our roads

## SAFETY PARTNERS

Select and identify partners that will be able to provide advice in acquiring and analyzing data, selecting emphasis areas, developing safety strategies, and implementing the final plan. Place your list of partners here.

## PROCESS

Describe the process you used to develop the plan. This would include identification of team members, public outreach efforts, partner involvement, the timeline, etc.

## **EXISTING EFFORTS**

Describe your efforts, activities, programs, and policies that were already in place or in development to address transportation safety and perhaps led to this planning effort. Identify those that are being evaluated, and those that are beneficial and will continue to be implemented for the foreseeable future.

## **DATA SUMMARY**

Use the best available incident data to look for similarities between incidents. The best available data may be anything from complex police crash database to a public involvement process depending on what is available for your community. Many transportation safety plans will include Data Improvement as an emphasis area.

Note any trends shown by the available incident data and additional questions prompted by the data. Data Analysis involves looking for patterns in crash type, driver factors, roadway features, vehicle factors, or environmental condition.

## **EMPHASIS AREAS**

Many plans will include multiple emphasis areas. Emphasis areas may include three parts: a description, a goal, and strategies. Emphasis areas should describe the issue where there is opportunity to improve. Emphasis area descriptions should also explain what information led to the identification of the issue. Strategies should describe the activities that will have an impact on the issue.

Examples of emphasis area titles that might fit your situation are incident data management, lane departure crashes, impaired driving crashes, boaters drowning, stranded snowmobile operators, younger drivers, or night time crashes.

### **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?
- Who will lead implementation? Keep this at a high level, individual action plans can be developed for each strategy later. The action plans for each strategy can detail each step that needs to be accomplished to complete the task. Try to avoid bogging down this high level planning process and assign a champion to take the lead on implementation of each high level strategy. You may also want to consider developing a funding plan to help you implement your Tribal Transportation Safety Plan. This could include seeking Tribal Transportation Program Safety Funds as a means to leverage other funding to complete action items outlined in your plan. It's important that your Transportation Safety Plan is not based on funding but on strategically addressing your transportation safety.
- Strategies should be implementable and should address the emphasis area.

Develop your Emphasis Areas Here.

Emphasis area title: \_\_\_\_\_

Description & Strategic Link (Why this emphasis area was selected): \_\_\_\_\_

Goal: \_\_\_\_\_

Strategies:

- \_\_\_\_\_ (Strategy Champion: \_\_\_\_\_ )
- \_\_\_\_\_ (Strategy Champion: \_\_\_\_\_ )

## **EVALUATION & IMPLEMENTATION**

Describe the process that will be used to evaluate the success of the plan, ensure implementation, and determine when an update is needed.

- How often will the goals be evaluated to measure success?
- When should revision of the plan be considered? (TTP Safety Fund considers a plan to be outdated after 5 years)
- Will a committee be formed to oversee implementation?
- Will the Tribal Council hold any departments accountable for progress on the plan goals? Is further involvement needed from safety partners from entities outside the Tribal Government?