



U.S. Department  
of Transportation

**Federal Highway  
Administration**

**Sent via Electronic Mail**

# Memorandum

Subject: ACTION: Highway Safety Improvement Program Reports (Due: December 30, 2004) Date: September 30, 2004

From: *Original signed by John Baxter on behalf of*  
A. George Ostensen Reply to: HSA-20  
Associate Administrator for Safety

To: Division Administrators

This memorandum is to request your assistance in ensuring that States comply with the annual reporting requirements for the Highway-Rail Grade Crossings and Hazard Elimination Programs stated in Sections 130(g) and 152(g), respectively, of Title 23. These reports, which should cover Sections 130 and 152 eligible activities, are due to the Division Offices by December 30 and should be made available if requested by the Office of Safety. They serve as a means for the Division Offices to monitor their highway safety improvement programs in their States.

In general, these reports should address the progress being made to implement the Highway-Rail Grade Crossings and Hazard Elimination Programs, and the effectiveness of these programs. As a minimum, these reports should include the following information:

- A summary, in narrative form, of the predominant types of highway-rail grade crossings and hazard elimination improvements, which have been implemented or were under contract for implementation during Fiscal Year 2004. The attached guidelines may be used for obtaining this information.
- Evaluations of a sample of safety improvement projects funded under the Highway-Rail Grade Crossings and Hazard Elimination Programs. These evaluations should determine if a project, which will likely consist of several countermeasures, achieved its purpose (i.e., a reduction in the overall number and severity of crashes and/or the reduction of a particular type of crash), plus any additional benefits attributed to the project. If possible, these evaluations should include 2 or 3 years of “before” and 2 or 3 years of “after” data.

If you need any additional information, please contact Mr. Kenneth Epstein on 202-366-2157 or Ms. Debra (Dee) Chappell on 202-366-0087.

Attachment

cc:  
Directors of Field Services  
Safety Field

## **GUIDELINES FOR REPORTING HIGHWAY-RAIL CROSSINGS AND HAZARD ELIMINATION IMPROVEMENT PROJECTS**

### **I. Highway-Rail Crossing Projects**

Crossing Approach Improvements – Include in this category project activities such as channelization, new or upgraded traffic signals and pre-signals, guardrail, pedestrian/bicycle path improvements near the crossing, and illumination.

Crossing Warning Sign and Pavement Marking Improvements - Include in this category improvements to signs, pavement marking and/or delineation where these project activities are the predominant safety improvement.

Active Grade Crossing Equipment Installation/Upgrade – Include in this category improvements, upgrade and/or additions of flashing lights and gates, track circuitry; signal-related improvements (e.g., highway-rail signal interconnection and pre-emption); and wayside horn system.

Visibility Improvements – Include in this category improvements such as sight distance improvements and vegetation clearance.

Roadway Geometry Improvements – Include in this category improvements such as surface alignment, sight distance improvement, and elimination of high-profile (“humped”) crossings.

Grade Crossing Elimination - Include in this category crossing elimination through closure, relocation, or construction/reconstruction of a grade separation structure. The State should also include the number and location(s) of highway-rail grade crossing closures during the previous three years, and the estimated number of crossing closures anticipated goal over the ensuing three years.

Grade Crossing Inventory Update – Include in this category efforts to update and manage the highway-rail grade crossing inventory.

### **II. Hazard Elimination Projects**

Intersection Improvements—Include in this category project activities such as channelization and turning lanes, new or upgraded traffic signals, red light running cameras, and illumination.

Signing and Delineation—Include in this category improvements to traffic signs and pavement marking and/or delineation where these project activities are the predominant safety improvement.

Roadway/Structure Improvements—Include in this category project activities such as lane widening, lane additions, rumble strip installation, median strip installation, shoulder widening/improvement, roadway realignment, skid treatment, and safety-related bridge and other structural improvements (including new bridges, bridge replacement, bridge widening, pedestrian/bike separation structures constructed for safety purposes, and minor structural improvements such as upgraded or replacement railings).

Roadside Improvements—Include in this category project activities such as flattening slopes, the elimination of roadside obstacles (e.g. drainage structures), the installation of breakaway signs and utility poles, and the construction, for safety purposes, of sidewalks and bikeways.

Safety Appurtenances—Include in this category projects such as upgrades to bridge approach guardrail and railings, guardrail and median barrier improvements, impact attenuators, and safety fencing.

Traffic Calming Projects—Section 1401 of the Transportation Equity Act for the 21<sup>st</sup> Century included a provision making any traffic calming measure eligible for Hazard Elimination Program funds. Include in this category specific traffic calming projects including, but not limited to, curb extensions, lateral/horizontal shifts in the roadway, raised devices (e.g. speed humps), and diverters.

Pedestrian-Related Improvements – Include in this category any pedestrian-related projects not included in the above categories.