MEETING AGENDA
COMMUNITY ADVISORY COMMITTEE
April 26, 2023, 3 p.m.

https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting
Meeting ID: 292 516 523 51
Passcode: 2R4WLQ

Meeting will be held in a virtual format only due to forecasted weather conditions.

1. **CALL TO ORDER / ESTABLISH A QUORUM / INTRODUCTIONS**

2. **AGENDA APPROVAL**

3. **CONSENT ITEMS** These items will be acted upon as a whole, unless they are called up for discussion by a committee member or a citizen wishing to address the committee.
   A. Approval of the minutes from the Mar. 29, 2023 meeting

4. **PUBLIC COMMENTS/PRESENTATIONS**
   A. Public Comments. Public comment can be made before or during the meeting. Public comment during the meeting is limited to three minutes and can be done at the meeting location or remotely by using the posted Microsoft Teams link. Individuals are encouraged to notify the meeting organizer at ppacg@ppacg.org before the start of the meeting with the agenda item they would like to comment on. Public comments can be submitted before the meeting via email to ppacg@ppacg.org for distribution to the committee members.

5. **ACTION ITEMS**
   A. Community Traffic Safety Education Review – Danelle Miller, Sr Transportation Planner
   B. Annual Transportation Improvement Program Policies and Procedures – Jessica Bechtel, Transportation Program & Project Delivery Planner

6. **INFORMATION ITEMS**
   None

7. **MEMBER ENTITY ANNOUNCEMENTS**

8. **MEETING SCHEDULE**

9. **ADJOURNMENT**

The Pikes Peak Area Council of Governments will not discriminate against qualified individuals with disabilities. Meeting materials are available in text-only and audio formats. Meetings are available to join remotely via Microsoft Teams, and meetings include live transcription for remote and in-person attendees using automated software. Should you require any additional auxiliary aids or services to participate, please contact ppacg@ppacg.org or (719) 471-7080 x139 as soon as possible so that we can do our best to accommodate your needs.
COMMUNITY ADVISORY COMMITTEE

MEMBERS

Thirty percent of the current voting committee membership (rounded up to the nearest whole number) shall constitute a quorum.

**CITIZENS-AT-LARGE**
- Michael Colombe  Expires May 31, 2024
- Paul Wiggins  Expires Nov. 30, 2023
- Gary Shugart  Expires Nov. 30, 2023
- Karole Campbell  Expires May 31, 2023
- Sheila Williams  Expires May 31, 2025

**CITY OF COLORADO SPRINGS**
- Vacant
- Vacant
- Vacant

**CITY OF FOUNTAIN**
- Summer Earthsong  Expires May 30, 2026

**CITY OF MANITOU SPRINGS**
- Roy Rosenthal*  Expires Nov. 30, 2023

**CITY OF WOODLAND PARK**
- Jon DeVaux*  Expires Nov. 20, 2023

**COUNCIL OF NEIGHBORS & ORGANIZATIONS (CONO)**
- Chris Crockett  Expires May 31, 2025

**EL PASO COUNTY**
- Welling Clark, First vice-chair  Expires May 31, 2025
- Maile Foster*  Expires May 31, 2025
- Taniza Sultana  Expires May 31, 2024

**LEAGUE OF WOMEN VOTERS**
- Judith Rice-Jones  Expires Nov. 30, 2025

**NORTHERN EL PASO COUNTY COALITION OF COMMUNITY ASSOCIATIONS (NEPCO)**
- Harold Larson  Expires May 30, 2026

**PARK COUNTY**
- Bill Boles  Expires Nov. 30, 2024

**TOWN OF CALHAN**
- Kathy Hisey  Expires May 30, 2026

**TOWN OF GREEN MOUNTAIN FALLS**
- Ann Esch*  Expires May 31, 2025

**TOWN OF MONUMENT**
- Terri Hayes, Second vice-chair  Expires Nov. 30, 2023

**TOWN OF PALMER LAKE**
- Nikki McDonald  Expires May 31, 2025

**TOWN OF RAMAH**
- Ed Dills, Chair  Expires Nov. 30, 2025

**PIKES PEAK AREA COUNCIL OF GOVERNMENTS**
- Danelle Miller (Non-Voting)

**COMMUNITY ADVISORY COMMITTEE**
The Community Advisory Committee serves as the formal mechanism for the active participation of citizens in the planning, promotion, and evaluation of activities of the Pikes Peak Area Council of Governments. The CAC is a non-technical body comprised of volunteers who offer a citizen’s perspective on issues such as transportation, the environment, economic development and military impact planning in the Pikes Peak region.

**OPEN MEMBER SEATS:**
- Alma
- Fairplay
- Victor
- Cripple Creek
- Teller County
MEETING MINUTES
COMMUNITY ADVISORY COMMITTEE
March 29, 2023, 3 p.m.
PPACG Main Conference Room – 14 S. Chestnut St., Colorado Springs, CO 80905
https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting
Meeting ID: 292 516 523 51
Passcode: 2R4WLQ
Meetings will be held in a hybrid format to allow in-person attendance as well as a Microsoft Teams option.

1. CALL TO ORDER / ESTABLISH A QUORUM / INTRODUCTIONS
First Vice Chair Welling Clark called the meeting to order at 3:00pm.

2. AGENDA APPROVAL
Kathy Hisey moved to approve the agenda, seconded by Bill Boles. The motion carried unanimously.

3. CONSENT ITEMS
   These items will be acted upon as a whole, unless they are called up for discussion by a committee member or a citizen wishing to address the committee.
   A. Approval of the minutes from the Feb. 22, 2023 meeting
   Gary Shugart moved to approve the minutes, seconded by Kathy Hisey. The motion carried unanimously.

4. PUBLIC COMMENTS/PRESENTATIONS
   A. Public Comments. Public comment can be made before or during the meeting. Public comment during the meeting is limited to three minutes and can be done at the meeting location or remotely by using the posted Microsoft Teams link. Individuals are encouraged to notify the meeting organizer at ppacg@ppacg.org before the start of the meeting with the agenda item they would like to comment on. Public comments can be submitted before the meeting via email to ppacg@ppacg.org for distribution to the committee members.
   Judith Rice made a comment about school districts adopting active Safe Routes to Schools programs. Safe Routes to Schools is a federal grant program for which school districts can apply through CDOT.
   Welling Clark requested to have a briefing at our next meeting on transportation safety, programs, and policies.

5. ACTION ITEMS
   A. Site Location for the Reagan Ranch Metro District Lift Station - Ann Werner, PPACG Senior Military & Environmental Planner/Jared Verner, Public Information Officer
   Members of the CAC expressed concerns regarding available drinking water, coordination with nearby Peterson Space Force Base on the site application and the extended license for the treatment facility this lift station would contribute to. Welling Clark requested that these concerns be brought to the Board as well as the possibility of receiving input from a representative of the City of Colorado Springs.
   Malie Foster moved to recommend approval of this item as presented, seconded by Gary Shugart. The motion carried with one abstention.

6. INFORMATION ITEMS
   A. PPACG Programs and Priorities – Andrew Gunning, Executive Director
   Andrew Gunning, Executive Director, provided a brief overview of the PPACG Programs and Priorities.
   B. Regional Traffic Safety Update – Jason O'Brien, Sr Transportation Planner
   Jason O'Brien, Sr Transportation Planner, provided a brief overview of the Regional Traffic Safety Update.

7. MEMBER ENTITY ANNOUNCEMENTS
   El Paso County would like to invite members of the CAC and the public to participate in the Major Transportation Corridors Plan process. From March 28 through April, the County is soliciting input on its Project Commenting Map and its Budget Prioritization Activity.
   Chris Crockett announced that CONO is having a public meeting on April 26th from 6-8pm at West Middle School to provide input on community planning for Southwest Colorado Springs neighborhoods.
Welling Clark requested next month to have understanding of what our role is as the CAC and have a meeting with the Colorado Springs Utilities outside of CAC.

8. MEETING SCHEDULE

9. ADJOURNMENT
   The meeting was adjourned at 4:54 pm.

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<th>Present</th>
<th>Name</th>
<th>Agency/Affiliation</th>
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<td>Sheila Williams</td>
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<td>Judith Rice-Jones</td>
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<td>Terri Hayes</td>
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<td>PPACG staff and guests</td>
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DATE: April 26, 2023
TO: PPACG Community Advisory Committee
FROM: Danelle Miller, Sr Transportation Planner
SUBJECT: COMMUNITY TRAFFIC SAFETY EDUCATION REVIEW

**ACTION REQUESTED: Review & Recommend**

PREVIOUS ACTION
1) Anticipated to be reviewed and recommended for acceptance by the Transportation Advisory Committee on April 20, 2023.

SUMMARY
The Pikes Peak Area Council of Governments (PPACG) perceived that multiple groups were providing traffic safety education materials and outreach within the region, but there was little overarching coordination on topics or methods. In 2022, PPACG contracted a consultant for a small effort to identify the existing groups and efforts taking place, gaps in traffic safety education that may be occurring, and opportunities for cross-organizational collaboration.

This effort included internet research, surveys, and interviews that were conducted October 2022 through January 2023. After the public outreach was completed, a traffic safety matrix was created to track which organizations provide resources in specific areas. The consultant also put together a military protocol describing best practices for engaging military community members in traffic safety education efforts.

The consultant provided the attached report to summarize their findings and provide potential steps to improve traffic safety efforts and coordination within the region. The intent of this document was to make it available as a resource for local jurisdictions and traffic safety groups.

Following acceptance of this report by the Board of Directors, PPACG will post the final report online.
PROPOSED MOTION
Recommend that the Board of Directors accept the Community Traffic Safety Education Review.

ATTACHMENT(S)
1) PPACG Community Traffic Safety Education Review presentation
2) PPACG Community Traffic Safety Education Review final report

STRATEGIC PLAN GOALS
☐ Advocacy: Serve as an effective advocacy voice for common ground issues.
☐ Information Sharing: Serve as a significant resource for PPACG members to collect and share information with regional partners.
☐ Aging: Expand and extend senior access, awareness, education, and connectivity to support age-friendly communities and empower individual seniors.
☒ Transportation: Maintain and improve a coordinated, validated plan for transportation needs across the PPACG region.
☒ Program Excellence: Continue to excel in the key fundamental areas of PPACG: Military support, Environmental programs, Transportation, Area Agency on Aging, and regional communication and collaboration.
PROJECT OVERVIEW

- Impetus was increasing number of traffic fatalities
- Pikes Peak Area Council of Governments (PPACG) initiated in September 2022
- Designed to analyze traffic safety education conditions in the Pikes Peak Region/PPACG coverage area and identify gaps
STAKEHOLDER OUTREACH

- Questionnaire developed and approved by PPACG
- Over 70 entities/individuals contacted
  - 18 responded for interviews in person or via teleconference
  - 10 responded to an online survey
- Key board meetings attended:
  - Drive Smart Colorado
  - Pikes Peak Traffic Safety Coalition
  - Safe Kids

Safety Education Outreach

- Interviews
- Surveys
- No Response
SURVEY

- **Organization Details**
  - Name, size, funding, etc.

- **Current Situation**
  - Is safety education adequate?
  - What are the biggest threats to safety on roadways?

- **Educational Efforts**
  - What educational materials do you provide, in what format, what is the target audience, etc.

- **Collaboration with other Groups**
  - Do you work with other organizations, and if so, which ones?
  - Are there barriers to collaboration, or efforts you would like to collaborate on but unsure of whom to approach?

- **Additional Military Questions**
  - Do you have a driver/traffic safety program, where do your personnel get traffic safety information, etc.

Full survey available at [PPACG Community Traffic Safety Education Review (google.com)](PPACG Community Traffic Safety Education Review (google.com))

Traffic Safety Topics included (but were not limited to):

- Aggressive Driving
- Safety Belts
- Impaired Driving
- Teen Driving
- Elderly Driving
- Child Seats
- Motorcycle Safety
- Bike Helmets
- Bike Safety
- Pedestrian Safety
- Traffic Signs
KEY FINDINGS HIGHLIGHTS – ISSUES AND BARRIERS

Information and Data
- Challenges with data and information sharing and tracking effectiveness of programs
- Personnel gaps to analyze/share data

Coordination and Partnerships
- Knowledge gaps about partnerships and programs
- Grant opportunities may be missed
- Need to engage with local military

School Outreach
- Hard to make contact

Resource Shortages/Administrative
- Staffs are spread thin and resources are scarce, especially in rural areas
- Insurance providers have pulled back
- Institutional knowledge is limited

Social/Political
- Challenge to reconnect after COVID
- Messaging for different user groups
- Lack of willingness to change behavior
Grants
- New federal funding is available – Safe Streets and Roads for All

Partnerships and Resources
- Local military installations want to be more involved in regional traffic safety education and have federal funding
- Capitalize on passionate volunteer corps
- Engage more local entities like Pikes Peak Library District
- Create a clearinghouse for information and resources for residents
Recommendations intended to stimulate collaborative processes

- PPACG as catalyst and nexus with revived Drive Smart under one roof
- Create a healthy, safe, and efficient traffic network with education as a cornerstone
**RECOMMENDATION HIGHLIGHTS**

**Advocacy**
- Work to change safety standards at state level as possible

**Funding**
- Prioritize safety in all decisions
- Apply for additional federal dollars to use in local education efforts

**Training**
- Provide resources on grant processes
- Increase services such as car seat checks

**Partnerships**
- Reinvigorate Drive Smart
- Identify a regional safety champion

**Planning**
- Investigate specific regional safety goals
- Develop a crash causation study

**Messaging**
- Produce specific educational collateral to our region and unique communities in it
- Expand role of schools
- Update and enhance PPACG website
Draft complete March 2023
PPACG committee process Spring 2023
Includes:
- Stakeholder questionnaire and list of respondents
- Traffic safety education gap analysis matrix highlighting which stakeholders provide which services
- Complete list of study findings and recommendations
- Military protocol describing best practices for military community members
- Sample crash study scope of work
- List of references and resources

For more information, contact:
- PPACG Senior Transportation Planner: Danelle Miller, dmill@ppacg.org
- Tetra Tech Project Manager: Katie Benzel, katie.benzel@tetratech.com
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1.0 INTRODUCTION

Driving safety trends are heading in the wrong direction as traffic fatalities increase in Colorado.

According to National Highway Transportation Safety Administration (NHTSA) data, traffic safety is getting worse over time in Colorado at a faster rate than in the United States overall. Colorado has experienced a 55% increase of traffic fatalities from 447 in 2011 to 691 in 2021, while fatalities in the United States experienced an increase of 32% from 32,479 deaths in 2011 to 42,915 in 2021. Colorado’s population increased by 14.8% between 2010 and 2020. When looking at deaths per 100 million vehicle miles traveled (VMT) in Colorado in 2020, the rate is also significantly higher than the U.S. rate: 1.32 and 1.11, respectively. In Colorado Springs, 40 traffic fatalities in 2019 ballooned to 50 in 2020 and 49 in 2021. These trends have led local officials to increase their focus on transportation safety needs in the Pikes Peak region.

1.1 Project Overview

In September 2022, Pikes Peak Area Council of Governments (PPACG) identified a need for a regional traffic safety education gap analysis. The organization perceived that multiple groups were providing safety education materials and outreach, but there was no overarching coordination on topics or methods. The project goal is to identify any gaps as well as find new opportunities for cross-organizational collaboration.

Traffic safety is a multifaceted issue, identified by the “Four Es”:

- **Engineering**: building safety into the road network
- **Enforcement**: passing laws to encourage safe behaviors and fund law enforcement to ensure compliance
- **Emergency medical services**: allowing rapid access by emergency medical professionals to respond to incidents
- **Education**: providing information to various stakeholder groups via a variety of methods, distributing safety equipment, and providing instructions on how to use it

This analysis focuses on the **education** component. This effort consisted of wide-ranging stakeholder outreach completed October 2022 through January 2023. A comprehensive list of stakeholders was developed with guidance from PPACG, then further refined into tiers of stakeholders for direct outreach and online participation. A standard questionnaire was formulated and distributed via Google Forms.

The public outreach team attempted to contact over 70 stakeholders. The result included 18 interviews and 10 survey responses, along with additional email correspondence and board meetings. More details on the public outreach and a copy of the survey questions can be found in the appendices of this report.

After the public outreach was completed, a traffic safety matrix was created to track which organizations provide resources in specific areas. The traffic safety matrix can be found in the appendices of this report. Analysis of interview notes and internet research also contributed to this final report.
1.1.1. Project Objectives
- Determine which organizations are participating in the transportation safety message in the region
- Discover gaps in topics covered, and areas that need additional education or support
- Identify appropriate safety efforts that should be undertaken in a region this size
- Create a better collective understanding of the traffic safety environment in the region

1.2 Pikes Peak Area Council of Governments

1.2.1. Role
PPACG is a voluntary organization of 16 counties and municipalities that span El Paso, Park, and Teller counties. PPACG is designated as the region’s Council of Governments, Metropolitan Planning Organization (MPO), Area Agency on Aging (AAA), and Air and Water Quality Planning Agency for the Pikes Peak Region. PPACG also houses a joint military and community planning effort and provides administration services for the Pikes Peak Rural Transportation Authority (PPRTA).

As the federally designated MPO, PPACG is responsible for receiving and distributing federal funds and for completing a regional, long-range transportation plan (LRTP) that lays out major projects planned for the region. The primary purpose of the plan is to present a strategy for using public funds to meet community goals. Transit and Specialized Transportation plans were also created and included in the most recent LRTP, which has an outlook to 2045. Each plan must be updated every 5 years. The MPO region is only a small piece of PPACG’s coverage area, which includes all of El Paso, Teller, and Park counties. PPACG also shares resources with the AAA and its work to increase mobility for disabled and senior residents of the area.

SUMMARY DASHBOARD: PPACG OVERVIEW

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<td>PPACG Region Population, 2020</td>
<td>Square Miles in PPACG Region</td>
<td>Average People per Square Mile across PPACG Region, 2020</td>
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<td>Counties in PPACG Region</td>
<td>Cities and Towns in PPACG Region</td>
<td>Years PPACG has been Active</td>
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Sources: gis.dola.colorado.gov/, PPACG.org

1.2.2. Drive Smart Colorado
Drive Smart Colorado was founded in 1989 as an organization dedicated to increasing safety on the roads in the Pikes Peak region; in 1992, it became a 501(c)(3) nonprofit. A tragic traffic crash that resulted in the death of a young boy spurred the Colorado Springs City Council to request additional support on traffic safety. Drive Smart Colorado undertook a wide variety of traffic safety activities and at one point had an active steering committee comprising over 50 community members from area law enforcement agencies, city traffic engineering, public health, education, insurance agencies, military installations, local businesses, hospitals, emergency medical services, community nonprofit coalitions (Colorado Springs Safe Kids, Mothers Against Drunk Driving [MADD], Think First) and concerned residents. The COVID-19 pandemic and the retirement of its longtime executive director in late 2020 made it difficult for the organization to maintain its grant funding. It ceased operations temporarily, though a spur group, the Pikes Peak Traffic Safety Coalition (PPTSC), continued to meet regularly.
In June 2021, Drive Smart was absorbed by PPACG and will continue to act as an independent nonprofit under the purview of PPACG. PPACG helps by identifying funding for Drive Smart’s programs, providing meeting space, and collaborating on joint traffic safety projects across the region. Drive Smart’s programs mesh well with PPACG’s established role in transportation safety, mobility, and senior assistance.

1.2.3. State-level Assistance
Colorado Department of Transportation (CDOT) supports PPACG and the 14 other Regional Planning Commissions (RPCs) across the state by coordinating planning activities and organizing monthly meetings of the Statewide Transportation Advisory Committee (STAC), made up of members from all 15 groups. CDOT also organizes monthly Statewide Metropolitan Planning Organization (SWMPO) meetings to discuss transportation issues affecting the region. CDOT provides analysis and policy development support based on a comprehensive, statewide, multimodal perspective. In addition to coordination, they also administer grants and funding programs. CDOT has published a local agency manual to assist personnel at the local level with implementing state and federally funded projects.

2.0 CURRENT SITUATION

Agencies providing the bulk of the traffic safety education in the Pikes Peak region include state government, local governments, law enforcement agencies, hospitals, nonprofit organizations, and military installations.

The traffic safety ecosystem in the local region is fragmented. Distracted driving, aggressive driving, and excessive speed were brought up by nearly all stakeholders as major concerns. Though many of the top traffic issues are being addressed by law enforcement agencies and nonprofits, stakeholders felt that the lapse in activity from Drive Smart Colorado caused a loss of momentum in terms of getting organizations to work together cohesively.

El Paso, Teller, and Park counties span a large geographic region and contain both rural and urban communities with a wide variety of drivers and road conditions.

Below is a compilation of the issues, barriers, strengths, and opportunities collected throughout the public engagement process of this plan. These reflect the perceptions of the stakeholders as expressed during the public engagement process.

2.1 Issues/Barriers

Information and Data
- Lag times in refining traffic data make it challenging to provide an accurate picture of current transportation safety issues.
- Graduated Driver License (GDL) information can be confusing.
- Tracking the effectiveness of education programs is challenging.
- Multiuse trail etiquette is not well known, including where motorized users are and are not allowed.
- “Share the road” signs need to be replaced with updated “Motorists must give bicycles 3 ft clearance” signs rolled out in late 2021 (partnership between Bicycle Colorado and CDOT).
- Copious data is available but there are not always skilled personnel available to analyze it (also falls under Resource Shortages).

Coordination and Partnerships
- Stakeholders are not aware of partnerships that already exist, or that existed in the past and could be reinvigorated.
- Knowledge of the many programs/resources in the region is not comprehensive, and networking falls short.
Knowledge of available grant funding is not adequate.
Military population is not actively involved in community efforts, and vice versa.
The correct points of contact organizations providing traffic safety education are not always well publicized, making it difficult to identify and coordinate effectively.

**School Outreach**
- Driver education is not provided by schools, so parents must pay for private companies, or teach teens themselves.
- It is difficult for organizations to get a foothold in local schools for outreach, even when the materials and will are there – schools are also busy and handling competing needs.

**Resource Shortages or Administrative Hurdles**
- Certified car seat technicians are scarce – there are fewer than 10 in El Paso and Teller counties combined, and one was formerly located on Fort Carson, but staff reductions caused that service to stop. No services are provided in the southeast quadrant of the city or in Park County.
- Educational material is outdated because there are insufficient staff hours to keep it updated.
- Government agencies at various levels (state, local, county) struggle to find funding and/or personnel for key education programs – staff time is taken up by other duties.
- Grant writing is a skill set that not all organizations possess.
- Rural areas, more so than urban areas, have greater problems with few people trying to do many traffic safety activities.
- Bicycle helmet distribution programs are available, but they seem to be all funded by donations.
- Insurance providers (e.g., USAA) cannot provide the range of education services they formerly did due to financial limitations.
- Populations with limited mobility do not have many options besides driving, and some continue driving past the point where it is safe and prudent (i.e., senior drivers) because they do not have easy options to get to appointments and run errands.
- A few knowledgeable people have all of the institutional knowledge and history of these efforts in the region.

**Social or Political Issues**
- COVID-19 prevented in-person outreach and efforts have been slow to restart.
- Inequities (race, health, etc.) are a systemic problem that can prevent knowledge of traffic safety or access to resources; resources are not evenly distributed to high-needs areas (e.g., in southeast quadrant of city).
- Analysis done by groups such as America Walks show pedestrians of color and those walking in lower-income areas die in traffic crashes at higher rates.
- Official agencies may not be maximizing reach on various channels (e.g., TikTok – meeting younger drivers where they are).
- It can be hard to organize people in rural areas to participate in community events.
- Messaging for diverse user groups is difficult – some people will not change behaviors unless they have an adverse personal experience or close call.
- The political climate may have reduced trust from historically marginalized groups in the local law enforcement population; this may be especially true in “communities of concern,” defined as any geographic unit with a population of people of color and/or a population experiencing poverty that is higher than a certain threshold.
- Drivers in the region do not appear to be applying the safe practices that they are taught based on accident data and perceptions of those who conduct outreach.
- Military personnel fall into high-risk driver categories (younger adults) and may not be experienced driving in Colorado weather conditions.
2.2 Strengths/Opportunities

Grants to Pursue

- The federal Safe Streets and Roads for All program launched in 2022, and the first round of projects was awarded in February 2023. There is $5 billion available for distribution over the next 5 years.
- There is funding available through the Federal Transit Administration (pursuant to 49 USC 5310) for private nonprofit groups assisting seniors and individuals with disabilities to improve mobility for these populations by expanding transportation options.

Partnerships and Resources

- Local military installations should be explored more as resources with federal funding and a large audience for safety messaging.
- The state Highway Safety Office, which is interested in working with any traffic safety organizations serving the Pikes Peak region, could provide additional support.
- Passionate volunteers are working with organizations such as Bike Colorado Springs, and they are eager to participate in regional safety efforts.
- Bicycle Friendly Driver course is free and available online through the League of American Bicyclists. Anyone from the general public can take this training.
- Pikes Peak Library District could be engaged as a more active partner in safety events, using their wide community reach to spread information about safety resources.
- American Medical Response (AMR), which provides ambulance service in Colorado Springs, hosts an annual “safety jam” event in Pueblo.

3.0 RECOMMENDATIONS

PPACG has an important role to play in the transportation safety ecosystem of the Pikes Peak region. As coalition builders and transportation planners, they are positioned to gather data and provide recommendations to streamline resources.

The following recommendations are intended to stimulate collaborative processes that no single jurisdiction or organization can take on alone. A region’s transportation system connects many other priorities and aspects that impact residents’ daily lives.

Advocacy

- Advocate to change new driver education requirements at the state level. A culture of safety needs to be built from the beginning, as teens are learning how to operate vehicles. Follow efforts such as Colorado Senate Bill 11, currently working its way through the state legislature, which would require Coloradans under 18 to take a 30-hour driver’s education course and receive at least 6 hours of behind-the-wheel training.
- Advocate for state-level standardization of safety training for drivers convicted of reckless driving or other unsafe illegal maneuvers. Currently, offenders are handled in local courts and penalties and requirements for additional safety training may vary statewide.
- Advocate for stronger child/youth restraint laws. According to the American Academy of Pediatrics (AAP), motor vehicle crashes continue to be the leading cause of death for children under 4; the organization has recommended that children remain rear-facing as long as possible, but at least until the age of 2. Colorado allows children to be turned forward-facing after age 1 if a child reaches 20 pounds. Pursue ways to advocate for state statute to adopt stricter laws such as those in California, New Jersey, and Oklahoma. Also, seat belt laws should be pursuant to a child's height, not weight or age, to be most accurate for safe positioning, per Safe Ride 4 Kids.
Funding

- **Prioritize safety in all plans and funding decisions.** Consider adding additional safety criteria that can be used to rank projects in the LRTP and other documents. Prioritize the highest ranked projects. Annual assessments by PPACG staff and its boards can help keep safety at the forefront of decision-making.

- **Pursue funding to create a bicycle helmet distribution program.** Currently, Kids on Bikes has an earn-a-bike program through various schools and community centers throughout the city. The program includes helmet and basic safety instruction on how to ride in traffic. Children’s Hospital Colorado also has a helmet distribution plan through the Bikes for Life program, which includes bike distribution and safety education. Wish for Wheels is a Denver-based organization that provides helmets to second-grade children across the states. All current local programs are donation-funded; grant funding could help increase distribution or frequency.

- **Apply for Safe Streets and Roads for All (SS4A) funds.** As part of the Bipartisan Infrastructure Law (BIL), the U.S. Department of Transportation awarded $800 million for 510 projects in 2022 aimed at improving roadway safety planning. Eligible activities for this funding include developing or updating a comprehensive safety action plan; conducting planning, design, and development activities in support of an action plan; or carrying out projects and strategies identified in an action plan. Colorado entities (municipalities, counties, and regional planning coalitions like PPACG) received over $6 million. The 2023 Notice of Funding Opportunity is expected to open in April for the second round of SS4A grants.

- **Increase Crime Prevention Through Environmental Design (CPTED) practices to increase pedestrian safety.** Look into grant opportunities such as the Colorado Technical Assistance for Crime Prevention through Safer Streets grant program.

- **Share Section 5310 funding opportunity with appropriate parties.** PPACG and the AAA could make connections with relevant organizations to take advantage of some of the applicable uses of the funds, which are distributed to the states based on the number of people living there with disabilities.

Training

- **Provide resources on grant funding for personnel to attend safety conferences or trainings.** Some departments’ budgets are spread thin and unable to send personnel to useful training that could improve the safety landscape. PPACG could serve as a clearinghouse for information when grant funding is available for training.

- **Increase number of certified car seat safety technicians through the region.** Encourage more local classes for certification. Provide scholarships to cover the $95 course fee and ensure local agencies know about the certification process.

- **Provide grant-writing resources to partner organizations.** Inform appropriate organizations of relevant grants, provide review of submissions, or encourage them to attend courses such as this self-paced option offered at the University of Colorado, Colorado Springs: [https://www.ed2go.com/uccs/online-courses/grant-writing-a-to-z/](https://www.ed2go.com/uccs/online-courses/grant-writing-a-to-z/)

Partnerships

- **Reinvigorate partnerships.** Drive Smart Colorado and PPTSC should be the nexus of a robust regional network of safety resources and activities. Involve military, law enforcement, local government, and other personnel. Consider a ‘re-launch’ of Drive Smart – several stakeholders had heard that it folded but not that it was absorbed by PPACG. Find an engaged volunteer corps who can help put on regional safety summits such as the high school challenge.

- **Share resources.** Publicize community events with opportunities to add/share a safety message or booth. Spread awareness of programs that residents can participate in. For example, the League of American Bicyclists produced a Bicycle-Friendly Driver training program published in April 2022. Publicize community events with opportunities to add/share a safety message or booth.

- **Reach out to National Association of Regional Councils (NARC) on traffic safety data picture.** Inquire about where they get their most recent data and what other trends are present in other jurisdictions.
**Identify a safety champion.** The Pikes Peak region would greatly benefit from a dedicated person or staff aimed at coordinating and developing traffic safety information and efforts. This could include coordinating community partners and regional safety organizations to maximize existing and potential funding, building relationships with the private sector, and establishing a network of volunteers.

**Share data.** PPACG has a publicly available crash map that could be utilized by nonprofits or other entities to support traffic safety efforts.

**Planning**

- **Create regional goals.** The LRTP contains information about regional goals, which are currently based on state-developed targets to meet federal mandates. Consider asking member municipalities whether they would like to set more specific regional goals in the future. These could more closely match local priorities and enable the region to go above and beyond the recommended targets.

- **Achieve equity in investments.** Tracking where and how crashes are happening, and the countermeasures employed to help mitigate them, may reveal historically marginalized communities that are overlooked. Active transportation may not be safe or convenient in these communities. Transportation projects can add amenities that can help save lives. Add an equity component to the LRTP project scoring framework to target projects in underserved neighborhoods.

- **Include the educational component in safety planning.** Incorporate data about traffic safety education in the LRTP goals and actions in components such as: Regional Transportation Needs, Safety, and Public Health and Transportation.

- **Develop a crash study to better understand crash trends and causes.** A more deliberate look at crash trends and data could yield greater understanding about the increasing number of crashes and potential changes in driver behavior. A sample scope of work for a project of this type has been included in the appendices of this plan.

- **Prioritize safety.** Areas with frequent incidents can be identified through existing crash data. Add a component to the LRTP project scoring framework that focuses on both vehicular crashes and crashes involving vulnerable users (pedestrians/bicyclists).

**Messaging**

- **Produce engaging educational collateral specific to the Pikes Peak region.** Pursue additional grant funding to create videos for social media and other hands-on educational materials for use at public gatherings. Effective, high-visibility communications and outreach are an essential part of any safety campaign according to the National Highway Traffic Safety Administration. Educators could use a set of “Pikes Peak” branded educational resources to create regionally consistent messaging using best practices and local data focused on issues affecting this region. This would also reduce duplicated efforts of creating materials when staff time is stretched thin.

- **Tailor messaging to specific communities.** Within the overarching regional materials, provide culturally appropriate messages to resonate with the diverse user groups within the region (e.g., Latinx, youth, seniors, etc.). Try to use platforms to meet users where they are (e.g., social media).

- **Create greater awareness of the Graduated Driver License (GDL) program and its requirements.** The state has a robust interactive program online, but parents may not be aware.

- **Encourage residents to report unsafe neighborhood conditions through the Colorado Springs Traffic Management Program.** Though this only applies to areas within city limits, this could be a resource for residents to use when unsafe traffic conditions are observed. Residents may not know about this feature. Residents can report via the GoCOS! app.

- **Expand bicycle safety education in schools.** Engage community members to conduct safety audits on the neighborhoods around the schools and identify unsafe areas for improvements. Work with the school district, local bicycle groups, and interested parents to create and implement Safe Routes to School programming for all K-12 schools.
3.1 PPACG Website Updates

The “Traffic Safety” page within PPACG’s website has a good collection of links to outside resources and organizations under the “Traffic Safety Resources” heading at the bottom. The results of this study have generated a list of other organizations and links related to local entities and organizations that could be considered for inclusion:

- Teens in the Driver Seat
- Colorado Young Drivers Alliance
- GDL Toolkit
- Car seat safety checks (CDOT)
- Army Training/Unit Safety

A summary dashboard page incorporating the key points in the LRTP as described above in Section 3.0 could also safety goals and metrics more readily available to community members.

As part of PPACG’s core functions, transportation staff provide regular updates on transportation safety issues and data to the Board of Directors. These types of presentations were performed in 2020 and 2021 where the increase in fatalities among motorcyclists during the pandemic were underscored along with general negative trends in driver safety. However, these presentations are not readily available on the Traffic Safety webpage. The average resident looking for this information will not be aware of or will have difficulty finding the slides or memos from these presentations. We recommend that under the “Traffic Safety Resources” heading, PPACG should add “PPACG Resources” at the top with links to any annual or periodic traffic safety update slides or memos to increase visibility and ease of access for driver safety stakeholders. This could include relevant presentations to the Transportation Advisory Committee, Board of Directors, or any other presentations of traffic safety or driver safety data or information.

4.0 CONCLUSION

*The roads we drive on are only as safe as the behavior of the drivers using them. Road safety projects can only address certain aspects of driver behavior and the rest of the issue is reliant on educating drivers to reduce unsafe driving behavior and habits.*

The NTSB, an independent federal agency charged with investigating accidents and issuing safety recommendations, recognizes the increasing level of danger on the roads as fatalities continue to climb. In an October 2022 pedestrian safety webinar sponsored by the Maryland Department of Transportation, Thomas Chapman, NTSB board member, presented the board’s view of a “Safe Systems Approach”: Instead of pinning crash responsibility on individual human behavior, the safety of the entire transportation system needs to be improved by accounting for human error to help prevent mistakes. Safety becomes proactive as agencies work to predict what causes crashes and mitigate for them in advance. Education is a critical piece in a safer system, creating a safety culture among all road users.

Systemic change, however, takes time. In the meantime, organizations in the Pikes Peak region can work together to share resources and advocate for aspects of safer systems. Acquiring more grant funding would ease the burdens on local organizations struggling with lack of staff or funding. PPACG can serve as a resource for its member communities to provide these opportunities and support.
5.0 APPENDICES

5.1 Stakeholder Outreach

The table below presents the stakeholders who were interviewed and surveyed during the course of this project. Over 70 organizations were initially contacted. The questionnaire is provided on the following page. The military stakeholders were also asked a few targeted questions about their specific populations; those follow the standard questionnaire.

Key Meetings Attended

- Project Kickoff, Sept. 13, 2022
- Drive Smart Colorado Board Meeting, Oct. 14, 2022
- Pikes Peak Traffic Safety Coalition/Safe Kids Board Meetings, Nov. 8, 2022
- Drive Smart Colorado Board Meeting, Dec. 16, 2022

Table 1: Stakeholder Contacts

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Stakeholder Questionnaire

Your organization has been identified as a key provider of traffic safety education across the Pikes Peak region. The Pikes Peak Area Council of Governments (PPACG) has hired Tetra Tech to create an inventory of these efforts to track redundancies and gaps. The scope of this project specifically addresses traffic safety education and does not cover enforcement or engineering on local roadways. Thank you for your participation in this important initiative as we all work to make the roads across our region a safer place for all user groups.

Organization Details

- What is the name of your organization?
- How large is your organization?
- Do you use volunteer labor or are your efforts conducted by staff members?
- How is your organization funded?
- What is your annual budget?
  - Roughly how much of that is dedicated to safety education?
- What is your website, or how can we find out more information about your work?

Current Situation

- Do you feel that safety education is adequate in the Pikes Peak region? Why or why not?
- What do you view as the greatest threat to safety on roadways throughout the Pikes Peak region?

Educational Efforts

- Please describe the educational materials you provide on traffic safety.
  - What topics do you cover? (See list at right for ideas.)
  - What is the format of this material? (e.g., websites, printed collateral, in-person outreach, etc.)
  - How do you deliver these materials to users?
- Are these materials available to the general public or a specific user group?
- What is the target audience for these materials?
- Are these materials created by your organization, or do you pull from other sources?
  - If the latter, please describe these sources.
- Have you received any feedback from users about the educational materials you provide?
- Are you aware of any specific education gaps in the region, or are there additional topic areas you would like your organization to cover?
- Describe any barriers your organization faces in providing more resources.
- Do you track or measure the effectiveness of your education efforts?
  - If so, how?

Collaboration with Other Groups

- Do you work with other organizations?
  - If not, are there groups you know of that you would like to collaborate with?
  - Are you facing any barriers in your efforts to collaborate with other groups?
  - Are there issues or topics on which you would like to collaborate but are unsure of whom to approach to get started?
- What other traffic safety educational efforts are you aware of in the Pikes Peak region besides those that you provide?
- Are you aware of the traffic safety data available through the PPACG website?
  - If so, do you have any feedback?

The survey was also posted online at https://forms.gle/wG38rk4noor6P5mB6
**Additional Military Stakeholder Questions**

- Do you have a driver/traffic safety program on [your installation]?
- Where do military personnel typically get traffic safety information? Internal websites, signs, newspapers?
- Do you provide communication on different state laws for personnel who recently moved here?
- Describe your relationship with the outside community in regard to traffic safety.
- Is there room for outside community education to be posted on internal websites/base facilities, or does everything need to come through higher headquarters?
- How do you deal with military personnel turnover/reassignment in regard to providing consistent safety messaging? Do you have any internal best practices for communicating this information?
5.2 Safety Education Matrix

The following matrix was filled out during the course of the project as stakeholder outreach progressed and augmented through internet research. Please see the following pages.
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*Note that outside organizations partner with school districts to give presentations to students. They do not usually provide their own educational materials or outreach in the realm of traffic safety. Examples include CSFD.

**DriveSmart Colorado is not actively operating but previously provided services in these fields. References and materials can still be found on its website, drivesmartcolorado.org.
<table>
<thead>
<tr>
<th>Category</th>
<th>Type of Outreach</th>
<th>Website</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>State Agencies</strong></td>
<td>Supporting motor vehicle safety programs across the state with evaluation and program work. Facilitating the Colorado Young Driver Alliance (CYDA). Meetings, online tools, 9-12 engagement events per year.</td>
<td><a href="https://www.codot.gov/safety">https://www.codot.gov/safety</a></td>
<td>Mostly focused on facilitating collaboration, connecting dots, alerting different groups to the resources that are out there.</td>
</tr>
<tr>
<td>Colorado Department of Public Health and Environment</td>
<td>Website: <a href="https://www.codot.gov/safety">https://www.codot.gov/safety</a></td>
<td>Statewide general public, car seat technicians</td>
<td>Agencies with motor vehicle safety programs. Teens and parents (GDL toolkit).</td>
</tr>
<tr>
<td>Colorado Department of Public Safety/Colorado State Patrol</td>
<td>Website: <a href="https://csp.colorado.gov/community-outreach">https://csp.colorado.gov/community-outreach</a> - includes opportunities to schedule in-person outreach</td>
<td>K-12 students, parents</td>
<td>Website with links to resources including Colorado child passenger safety laws. Information about PILLAR K-12 education program. Can request State Troopers at community events or a PILLAR K-12 education presentation.</td>
</tr>
<tr>
<td>El Paso County Sheriff</td>
<td>In-person outreach, videos, social media, brochures</td>
<td>Schoolchildren and teens, parents, general public</td>
<td>looking to expand their role in this arena.</td>
</tr>
<tr>
<td>Teller County Sheriff</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Park County Sheriff</td>
<td>Standard Operating Guidelines (SOGs) on safe vehicle operations</td>
<td>Emergency responders/employees operating city vehicles</td>
<td>Full information from Colorado Intergovernmental Risk Sharing Agency (CIRSA). This information is specifically targeted to fire department employees.</td>
</tr>
<tr>
<td>Colorado Springs Police Dept.</td>
<td>Website and printed material. Safety fairies are held at fire stations in the spring.</td>
<td>Families with children (bike and child seats)</td>
<td>They are in the process of identifying needs with the goal of expanding educational programs.</td>
</tr>
<tr>
<td>Colorado Springs Fire Dept.</td>
<td>Standard Operating Guidelines (SOGs) on safe vehicle operations</td>
<td>Emergency responders/employees operating city vehicles</td>
<td>Full information from Colorado Intergovernmental Risk Sharing Agency (CIRSA). This information is specifically targeted to fire department employees.</td>
</tr>
<tr>
<td>Manitou Springs Police Dept.</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Manitou Springs Volunteer Fire Dept.</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Fountain Police Dept.</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Monument Police Dept.</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Monument Fire District</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Palmer Lake Police Dept.</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Palmer Lake Fire Dept.</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Green Mountain Falls Marshal's Office</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Woodland Park Police Dept.</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Northfield Teller County Fire District</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Divide Fire Protection District</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Fairplay Police Dept.</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Victor Volunteer Fire Dept.</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Cripple Creek Police Dept.</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Cripple Creek Fire and Emergency Services</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Colorado Springs School District 11</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Academy School District 20</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Falcon School District 49</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Manitou Springs School District 14</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Lewis Palmer School District 36</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Cheyenne Mountain School District 12</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Harrison School District 2</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Woodside School District 1</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Fountain Fort Carson School District 8</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Peyton School District 23</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Woodland Park School District RE-2</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Cripple Creek-Victor School District RE-1</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
<tr>
<td>Park County School District RE-2</td>
<td>Youth outreach (kindergarten, 2nd, 4th, 6th grades)</td>
<td>Narrow focus on school children</td>
<td>Do not want to duplicate other organizations' efforts or go beyond their jurisdiction. They emphasize wearing a helmet for every vehicle that rolls and buckling every buckle.</td>
</tr>
</tbody>
</table>

**Higher Education**

<table>
<thead>
<tr>
<th>University of Colorado at Colorado Springs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pikes Peak State College</td>
</tr>
<tr>
<td>Colorado College</td>
</tr>
<tr>
<td>Category</td>
</tr>
<tr>
<td>---------------------------</td>
</tr>
<tr>
<td>Military Installations</td>
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<tr>
<td></td>
</tr>
<tr>
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<tr>
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<tr>
<td>Private Businesses</td>
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</tbody>
</table>

- **4-H**: Youth organizations focused on agriculture, science, technology, and more.
- **Community Centers**: Neighborhood centers offering various programs and services.
- **Hospitals**: Health organizations providing medical services and resources.
- **Police Departments**: Law enforcement agencies responsible for public safety.
- **Schools**: Educational institutions offering education and resources.
- **State Government Agencies**: Departments and offices operating at the state level.
- **Local Government Agencies**: Departments and offices operating at the local level.
- **Nonprofit Organizations**: Charitable organizations focusing on specific causes and issues.
- **Businesses**: Companies operating in the private sector.
- **Trade Associations**: Professional organizations representing specific industries.
- **Professional Organizations**: Associations representing professionals in various fields.
- **Community Groups**: Groups formed around common interests or causes.
- **Other**: Miscellaneous organizations not fitting into the other categories.
5.3 Military Protocol
This portion of the project was designed to take a closer look at the best way to communicate with military stakeholders on the subject of traffic safety. It was delivered as a separate report. Please see the following pages.

5.3.1. Military Protocol Introduction

Military partners in the Pikes Peak region – Fort Carson, U.S. Air Force Academy (USAFA), Peterson Space Force Base (SFB), Schriever SFB, and Cheyenne Mountain Space Force Station (CMSFS) – can perform important outreach on traffic safety education.

This report details findings from stakeholder interviews performed for the Pikes Peak Area Council of Governments (PPACG) Community Traffic Safety Education Report, a full draft of which is forthcoming. This portion of the project aims to document best practices for delivering safety education messaging to military personnel living in the Pikes Peak region.

The dashboard below gives a brief overview of the military impact in the Pikes Peak region.

---

**SUMMARY DASHBOARD: PIKES PEAK REGION MILITARY PRESENCE**

<table>
<thead>
<tr>
<th></th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Colorado Springs Metropolitan Area Population, 2021</td>
<td>762,792</td>
</tr>
<tr>
<td>Square Miles</td>
<td>2,684</td>
</tr>
<tr>
<td>People per Square Mile, 2021</td>
<td>284.2</td>
</tr>
<tr>
<td>Military Installations</td>
<td>5</td>
</tr>
<tr>
<td>Service Branches</td>
<td>3</td>
</tr>
<tr>
<td>Total Area (Square Miles) of Local Military Installation Land</td>
<td>253</td>
</tr>
<tr>
<td>Approximate Number of USAFA Personnel</td>
<td>8,100</td>
</tr>
<tr>
<td>Approximate Number of Space Force Personnel</td>
<td>18,400</td>
</tr>
<tr>
<td>Approximate Number of Fort Carson Personnel</td>
<td>75,000</td>
</tr>
</tbody>
</table>

Sources: Censusreporter.org, Colorado Springs Regional Joint Land Use Study, Fort Carson statistics card, USAFA website, Space Base Delta website, Peterson and Schriever My Base Guide publications

5.3.2. Current Situation

The military relies on official documents to guide local practices from the top down. These come from the Department of Defense (DoD), then are modified by each military service branch to fit its specific needs.

The following sections describe the current safety education information available from the military, as well as the situation at each of the Pikes Peak Region military installations.

5.3.2.1 Overview of Department of Defense Guidance

Department of Defense Instruction (DoDI) 6055.04, published August 2021, outlines motor vehicle and traffic safety requirements that all installations must adhere to.
DoD components are required to:

- Implement an Impaired Driving Prevention program, including education on underage drinking
  - Appendix 3A of the document describes the requirements of these programs
  - Traffic enforcement, security, public information, health care, and safety personnel are required to participate in training
  - Annual refresher training is provided for bartenders, wait staff, and any other personnel selling alcoholic beverages or managing facilities that sell alcohol
  - Includes a review of DoD policy and physical and social implications of underage drinking
  - Encourages cooperation with community leaders and local organizations working to combat impaired driving in planning and implementing local education efforts

- Provide education on bicycle and pedestrian injuries and how to avoid them for preschool-age children, kindergarten through 12th grade, and caregivers of young children

- Provide 4 hours of driver training for service members under the age of 26

- Use a curriculum that reinforces a positive attitude toward driving, individual responsibility, correct response to routine and emergency driving situations, and sharing the road with all users

- Ensure drivers of General Services Administration (GSA) vehicles are aware of GSA-mandated safety requirements and training

- Provide driver improvement courses for those who have been convicted of a moving violation or who have been deemed at fault in a traffic mishap

- Provide multiple levels of motorcycle safety training for any military personnel in federal duty status who intend to operate street-legal motorcycles:
  - Level I: must meet approved initial safety training standards if not required by the state
  - Level II: must meet or exceed requirements for Level I training
  - Refresher/Sustainment: must be completed every 5 years

- Provide safety training without requiring payment or for military personnel to take leave

- Provide training for civilians, retirees, and dependents on a space-available basis

- Develop cooperative motor vehicle safety programs with local communities, including participation in state or local impaired driving task forces

5.3.2.2 Service-level Guidance


This document covers all Air Force, Space Force, Air Force Reserve, and Air National Guard (ANG) military and civilian personnel, along with all persons on installations controlled by these services.

It references DoDI 6055.04 and Air Force Policy Directive (AFPD) 91-2, Safety Programs. Air Force components are required to:

- Support installation traffic safety programs (or those provided by installations hosting Air Force personnel)

- Participate in state and local community-level traffic safety coalitions where available

- Provide training to military and civilian personnel without requiring them to take leave, and reimburse any training expenses incurred

- Direct personnel to use training approved by Air Force Safety Center (AFSEC) Occupational Safety

- Provide local conditions information during the newcomers orientation program, including traffic conditions and safety tips

- Consider implementing a motorcycle mentorship program (not required) to provide experienced and inexperienced riders a chance to share information and promote safety

- Implement Driver Improvement and Rehabilitation Courses for those convicted of moving violations

- Provide specific training for drivers of government-owned vehicles (GOVs)
The attachments to this document provide a listing of additional applicable guidance, checklists for various levels of motorcycle training, requirements for mentorship programs, and a checklist for Air Force traffic safety programs.

**Army Regulation (AR) 385-10, The Army Safety Program, February 2017**
This regulation applies to all Active Army, Army National Guard, and Army Reserve personnel, including civilian employees and the U.S. Army Corps of Engineers (USACE).

It implements requirements of the Occupational Safety and Health Act of 1970, Executive Order 12196, Title 29, Code of Federal Regulation 1960, and DoDI 6055.1, 6055.04, and 6055.07. This AR covers all aspects of safety, including all types of accidents, contractor operations, explosives, off-duty recreation, chemical agents and toxins, tactical, cargo and aviation operations, safety training requirements, and more. Chapters 10 and 11 deal specifically with safety training and motor vehicle accident prevention, respectively.

Under this guidance, Army components are required to:

- Ensure risk management is part of training for all Army processes and operations
- Distribute and promote materials from the U.S. Army Combat Readiness Center (USACR)/Safety Center (posters, films, technical publications, and pamphlets) including the Drivers Training Toolbox: [https://safety.army.mil/ON-DUTY/Drivers-Training-Toolbox](https://safety.army.mil/ON-DUTY/Drivers-Training-Toolbox)
- Provide training, education, and motivation programs to prevent motor vehicle accidents for both on- and off-duty personnel
- Recognize vehicle operators and organizations with outstanding safe driving records
- Ensure training in rollover and other emergency procedures
- Provide Army Traffic Safety Training Program for all personnel to reinforce a positive attitude toward driving, individual responsibility, and correct response to routine and emergency situations
- Provide local conditions information to newcomers to the installation
- Provide driver improvement courses for those convicted of moving violations
- Implement the Progressive Motorcycle Program to keep operator training current and improve rider skills
- Provide educational programs to assist installation leadership in promoting the use of paths or sidewalks and wearing reflective clothing

### 5.3.2.3 Installation-level Traffic Safety Education

**U.S. Air Force Academy**
USAFA hosts a wide range of personnel, including its 4,400-person cadet wing of college-age officer candidates, along with permanent-party civilian employees and service members.

**Office in Charge:** Headquarters USAFA/SED, with input from cadet wing.

**Outreach Format:** Monthly local conditions briefings given to base newcomers with separate sessions for freshman cadets, quarterly safety information packages of printed materials, weekly fatality briefings from incidents across the Air Force. They try to reinforce this training four to five times per year so it is not overwhelming.

**Topics Covered:** Motorcycles, vehicles used in field, personal restraint systems, recalls from the consumer safety commission, impaired driving, and general vehicle safety.

- For cadets specifically, they host classes on aggressive driving, excessive speed, and impaired driving.
- They have used a fatality scenario to reinforce the message.
- Briefings are about an hour long, directed by the superintendent.
- Messages build to match the cadets’ level of leadership and responsibility as they progress through the program.

**Partnerships:** Personnel formerly attended Drive Smart Colorado board meetings, but they have not been involved lately. Looking to partner with neighboring installations as well as Master Drive.
**Relationship with Outside Community:** Before COVID-19, USAFA would have a motorcycle safety day where Colorado Springs Police Department (CSPD) personnel would come on base to present. Current USAFA leadership would like to revive this event. Otherwise, they mostly track safety events involving USAFA personnel.

**Relationship with Other Installations:** They would like to talk more often with the Space Force bases in the area to share information and specific challenges. Before the pandemic, they used to participate in a Front Range Safety Network, but they would like to see this reinvigorated for future collaboration.

**Public Events:** They have annual meetings between Security Forces, Civil Engineering, the Colorado Department of Transportation (CDOT), and the Colorado Department of Public Safety/Colorado State Patrol (CSP) to discuss safety in regard to large events such as football games and graduation. The safety office participates in the planning committees for all public events.

**School District:** There are Academy District 20 elementary and high schools on base, Douglass Valley Elementary School and Air Academy High School, though there is not much direct communication with the district or the parents and students.

**Traffic Master Plan:** Pedestrians and bicyclists have been taken into consideration as the installation works on its Traffic Master Plan with input from the safety office. There is no formal education provided on this topic yet, but they would like to expand to offer it, especially for the focused pedestrian areas of campus: the cadet wing and community center areas.

**Gaps:** Because of the student population is drawn from across the country, USAFA sees many drivers who have never driven in snow and ice before. Some students from more urban areas also arrive never having had a driver’s license at all. The safety personnel said they provide education but cannot always get the cadets to apply that education.

**Barriers to Increasing Outreach:** Staffing and personnel time is limited.

**U.S. Space Force Installations (Peterson SFB, Schriever SFB, CMSFS)**
The U.S. Space Force oversees three installations in the Pikes Peak region.

**Office in Charge:** Occupational Safety Office for Space Base Delta 1

**Outreach Format:** Briefings to personnel through work section Job Safety Training Outline (JSTO) when they arrive in a new job. Also, new arrivals to Space Force installations receive a local condition briefing that includes some traffic safety items such as local laws. They offer both full training for first-time users as well as annual refresher training. Every unit has its own safety program and representatives that distribute safety education materials to personnel.

**Topics Covered:** Those outlined in AFI 91-207.

**School Districts:** Schriever SFB falls into Ellicott School District 22, home to Ellicott Elementary School, Ellicott Middle School, and Ellicott High School. There are no schools on base. Peterson SFB falls into Colorado Springs School District 11, and residents are served by McAuliffe Elementary School, Jack Swigert Aerospace Academy (middle school), and Mitchell High School. There are no schools on base. CMSFS does not have any housing on the installation; families live throughout Colorado Springs.

**Relationship with Outside Community:** Space Force representatives attend PPTSC/Drive Smart meetings.

**Barriers to Increasing Outreach:** Staffing and personnel time is limited.

**Fort Carson**
Fort Carson has the largest number of military personnel, civilians, and families of all the Pikes Peak region military installations.

**Office in Charge:** Installation Safety and Provost Marshalls Office (PMO)

**Outreach Format:** The Safety and Occupational Health Council (SOHC) provides statistics to brief to command teams, shares information for quarterly community information forums, and distributes material for the new
They reach out to specific units and provide impaired driving briefings when requested. PMO representatives utilize social media to share information from CSP and information about crimes involving installation personnel. The Public Affairs Office (PAO) also publishes vehicle-safety related information on social media. There is a safety presence at every safety day put on by the various units on post.

**Topics Covered:** Distracted driving, pedestrian awareness, crosswalk awareness. They formerly had certified car seat safety technicians, but staffing limitations led to letting that capability lapse.

- For younger drivers, they offer “Alive at 25” courses for drivers under age 25 produced by the National Safety Council (NSC). They also offer specific training for soldiers considered high risk.
- The do occasional outreach to middle school and younger children; there is no longer a high school on Fort Carson.

**School District:** Fountain-Fort Carson School District 8 covers the installation, and there are five schools located on post: Abrams, Mountainside, Patriot, and Weikel elementary schools; and Carson Middle School.

**Relationship with Outside Community:** The PMO is in frequent communication with other law enforcement partners such as CSPD, Fountain Police Department, and CSP. They would like to become involved with PPTSC as time permits.

**Gaps:** More local information including GDL requirements would be helpful; the group in charge of welcoming new soldiers and providing them with the key information has reported that they do not have a lot of time to add a safety component.

**Barriers to Increasing Outreach:** Staffing and personnel time is limited.

### 5.3.3. Traffic Safety Education Best Practices for Military Installations

After reviewing the official DoD and service guidance and the information gathered from local stakeholder interviews, several common best practices emerged.

- Host regular, frequent briefings for newcomers, including local traffic conditions and specific laws and regulations, e.g. Graduated Drivers Licensing (GDL) regulations for those learning to drive
  - For installations with frequent personnel turnover, consider holding them as frequently as every 2 weeks in a centralized location, so unit commanders can send personnel, rather than having safety personnel come to the individual units
- Ensure all personnel are aware of DoD and specific service vehicle safety requirements
- Promote local coalitions: Pikes Peak Traffic Safety Coalition, DriveSmart Colorado under PPACG, DUI Task Force, etc., and encourage installation representatives to attend
- Implement a positive safety culture
- Use messaging to target the highest risk user groups, i.e., young drivers under age 26, and especially those who drive motorcycles
- Include a safety aspect at public gatherings on installations that involve families, starting the safety culture from childhood
- Ensure efficient dissemination of information from higher headquarters/unit leadership to each service member and civilian working on the installation
- Provide safety outreach in a variety of media, such as social media, print collateral, hands-on displays such as crash cars, and mandatory trainings
- Establish partnerships with civilian organizations outside the installations that can assist with traffic safety education to relieve staffing availability limitations as needed

### 5.3.4. Conclusion

Across the Pikes Peak region, both civilian and military personnel face challenges in time and resources to provide adequate traffic safety education.
However, compared to other local organizations, local military installations are directed and funded by the federal government to provide this information. All local installations have frequent and comprehensive driver safety programs that engage local populations that are statistically more likely to engage in unsafe driving behavior (e.g., motorcyclists and drivers under 26). Effective safety education for this population can go a long way toward increasing the safety of the region overall.

Strong partnerships and coordination between military personnel and community organizations can enhance the delivery of traffic safety education resources and help the various organizations leverage limited resources.
5.4 Sample Crash Study Scope of Work

This language was created by PPACG in anticipation of upcoming grant opportunities.

Context. Increases in risk behavior among drivers has led to worsening traffic safety since 2020. Higher crash rates and severity that began during the pandemic period generally are not returning to pre-pandemic levels and may represent a potential long-term shift in driver habits. It is possible that changes resulting from the pandemic period are exerting a greater influence on traffic safety than other trends that pre-date the pandemic.

Reason. Some of the traffic safety issues we’re facing since 2020 may be new and unprecedented, and it’s possible that traditional approaches will be less effective in dealing with them. Given the apparent differences from previous changes in serious crash trends, a study would help target countermeasures so that investments are not wasted and opportunities are not lost.

Timing. If this study is included in our application, it would probably be best in the first year because it would help to understand the nature of certain problems as early as possible. If it begins to look as if this study is not a good fit for our Highway Safety Grant application, then it can potentially be done as part of the 2023 Media Campaign, although in that case the study will use a larger portion of a smaller budget.

Study Type. The suggested study type is a review of existing studies, reports, and other reliable sources. (This would also keep it cost effective by not requiring creation of any new data or models.) The existing sources are not extensive or well developed, but collectively they may offer some helpful insights.

Budget. If done as part of the Media Campaign, the budget would be $25,000, although a larger budget can be considered if part of the Highway Safety Grant application. A larger budget may yield more specific and actionable results.

Structure. Here are the questions the study element would be structured around:

1. What are the persistent changes in drivers’ risk-taking behavior since the pandemic?
2. Which changes are propelling the largest increases in serious crashes?
3. Are the increases in risk behavior during and after the pandemic/lockdowns similar in nature to increases occasionally seen before the pandemic?
4. To what extent have they been explained?
5. Do the changes in the Pikes Peak Region reflect changes on the national and state level, and how do they potentially differ, or to what degree?
6. Theoretically, are pre-pandemic countermeasures likely to be effective in the Pikes Peak Region if increased, or is some other approach needed?
7. If the new trends are to be seen differently from previous trends that might appear outwardly similar, what kinds of countermeasures or messaging should theoretically be used that take into account the underlying differences?
5.5 **Acronyms, Abbreviations, and Initialisms**

AAA | Area Agency on Aging
---|---
AAP | American Academy of Pediatrics
AFI | Air Force Instruction
AFPD | Air Force Policy Directive
AMR | American Medical Response
AR | Army Regulation
BIL | Bipartisan Infrastructure Law
CDOT | Colorado Department of Transportation
CMSFS | Cheyenne Mountain Space Force Station
CPTED | Crime Prevention Through Environmental Design
CSP | Colorado Department of Public Safety/Colorado State Patrol
CSPD | Colorado Springs Police Department
DoD | Department of Defense
DoDI | Department of Defense Instruction
DUI | driving under the influence
GDL | graduated driver license
GSA | General Services Administration
LRTP | long-range transportation plan
MPO | metropolitan planning organization
NARC | National Association of Regional Councils
NHTSA | National Highway Transportation Safety Administration
PPACG | Pikes Peak Area Council of Governments
PPRTA | Pikes Peak Rural Transportation Authority
PPTSC | Pikes Peak Traffic Safety Coalition
RPC | Regional Planning Commission
SFB | Space Force Base
SS4A | Safe Streets for All
STAC | Statewide Transportation Advisory Committee
SWMPO | Statewide Metropolitan Planning Organization
USACR | U.S. Army Combat Readiness Center
USAFA | U.S. Air Force Academy
VMT | vehicle miles traveled
5.6 References


Colorado Department of Transportation Programs and Information, https://www.codot.gov/programs/planning/grants/overview


Colorado State Demography website, https://gis.dola.colorado.gov/


Drive Smart Colorado website, https://drivesmartcolorado.com/

Federal Transit Administration, Enhanced Mobility of Seniors & Individuals with Disabilities - Section 5310, https://www.transit.dot.gov/funding/grants/enhanced-mobility-seniors-individuals-disabilities-section-5310


Health Promotion Partners website, https://www.healthpromotionpartners.com/


U.S. Department of Transportation Safe Streets for All Program, https://www.transportation.gov/grants/SS4A

DATE: April 26, 2023
TO: PPACG Community Advisory Committee
FROM: Jess Bechtel, Transportation Program & Project Delivery Planner
SUBJECT: TIP POLICIES AND PROCEDURES – DOCUMENT UPDATE

ACTION REQUESTED: Review & Recommend

PREVIOUS ACTION
1) Anticipated to be reviewed and recommended for acceptance by the Transportation Advisory Committee (TAC) on April 20, 2023.

SUMMARY
Based on the feedback received at the March 2023 TAC meeting, Pikes Peak Area Council of Governments (PPACG) staff has updated the Transportation Improvement Program (TIP) Policies and Procedures as part of the annual review process. The suggested updates are noted in the draft document. This document provides guidance to PPACG staff and those municipalities and entities that have transportation projects that must appear in the TIP.

This document is being provided to the CAC for review as part of the PPACG approval process. It will next move to the Board of Directors for approval.

BACKGROUND
As an MPO/TMA PPACG is required to develop a long-range transportation plan (LRTP) and transportation improvement program (TIP) for the Colorado Springs Urbanized Area (UZA). The TIP is a short-range, four-year program of planned transportation projects. Each Metropolitan Planning Organization (MPO) is federally required to develop a TIP. All transportation projects in an MPO's metropolitan planning area that seek federal transportation funding must be listed in the TIP.

It should be noted that the federally recognized UZA boundary/MPO operating boundary, are different than the service boundary for PPACG as the Council of Governments for the Pikes Peak region, Park, Teller and El Paso Counties.
The current TIP Policies and Procedures document was approved by the Board of Directors in 2021.

PROPOSED MOTION
Recommend the Board of Directors approve the TIP Policies and Procedures document updates.

ATTACHMENT(S)
1) TIP Policies and Procedures draft document

STRATEGIC PLAN GOALS
☐ Advocacy: Serve as an effective advocacy voice for common ground issues.
☐ Information Sharing: Serve as a significant resource for PPACG members to collect and share information with regional partners.
☐ Aging: Expand and extend senior access, awareness, education, and connectivity to support age-friendly communities and empower individual seniors.
☒ Transportation: Maintain and improve a coordinated, validated plan for transportation needs across the PPACG region.
☒ Program Excellence: Continue to excel in the key fundamental areas of PPACG: Military support, Environmental programs, Transportation, Area Agency on Aging, and regional communication, and collaboration.
Pikes Peak Council of Governments
Transportation Improvement Program
Policies and Procedures

Draft - Updated April 2023
Pikes Peak Area Council of Governments
Transportation Improvement Program
Policies and Procedures

These policies and procedures are intended to provide clarity and consistency to the transportation planning and programming process in the Pikes Peak region. The policies provide a platform for the decision-making process so that every jurisdiction and mode of transportation is treated consistently. These procedures describe the process by which the region will conduct the planning & programming process so that there is transparency for the PPACG member jurisdictions and the public.

Introduction: Federal transportation planning regulations require any urbanized area with a population over 50,000\(^1\) to form a Metropolitan Planning Organization (MPO). If that urbanized area has a population over 200,000, that MPO is recognized as a Transportation Management Area (TMA)\(^2\) and additional federal regulations apply.

As an MPO/TMA the Pikes Peak Area Council of Governments (PPACG) is required to develop a long-range transportation plan (LRTP) and transportation improvement program (TIP) for the Colorado Springs Urbanized Area (UZA). It should be noted that the federally recognized UZA boundary and the MPO operating boundary are different than the service boundary for PPACG as the Council of Governments for the Pikes Peak region, Park, Teller, and El Paso Counties.

In Colorado, the state is divided into 15 Transportation Planning Regions (TPRs). There are five MPOs in Colorado and their boundaries are the same as TPRs one through the five. All other parts of the state not included in an MPO boundary are included in TPRs six through fifteen.

The area within PPACG, as the Council of Governments (COG), includes the Pikes Peak MPO (TPR #1) and a portion of the Central Front Range Transportation Planning Region (TPR#14).

These policies and procedures only apply to the development of the program for the Pikes Peak MPO/TMA. Projects that are located, or programs that operate, outside the MPO boundary including Park, Teller, and El Paso Counties follow the process established by the Colorado Department of Transportation (CDOT) for the Central Front Range Transportation Planning Region (TPR #14).

Hierarchy of Authorities: These policies and procedures are intended to be compliant with the federal regulations\(^3\) that apply to transportation planning & programming.

\(^1\) 23 CFR 450.310(a)
\(^2\) 23 CFR 450.310 (c)
\(^3\) https://www.law.cornell.edu/uscode/text/23
Because of the relationship between PPACG as the MPO/TMA and PPACG as TPR#1, these policies and procedures are complementary to the CDOT TPR process where possible. Finally, the PPACG Board of Directors may have additional policies that provide clarity or additional utility to meet the specific needs of the region provided these policies do not contradict federal regulations or state statutes.

**Modification:** Unless previously delegated by the PPACG Board, the modification, deletion, or addition of policy requires an action of the PPACG Board. Procedures may be modified by the PPACG TAC or staff, provided modifications are not in conflict with PPACG Board direction, CDOT rule or Federal Highway Administration (FHWA)/Federal Transit Administration (FTA) regulation.

**Continuation:** The TIP Policies and Procedures are to remain in effect unless modified by action of the PPACG Board of Directors or other authorized body. Additional guidelines and procedures may be modified, added or deleted by the PPACG Executive Director acting upon Board policies in lieu of Board action. Change in FHWA or FTA policy or regulation may also necessitate revision of these Policies and Procedures.

**Compatibility with Existing Legislation:** Colorado Revised Statutes are already in place for Highway Users Tax Funds (HUTF) funds; related eligibility requirements remain in place and are not impacted by these Policies and Procedures.

TIP development will occur per 2 Code of Colorado Regulations 601-22, Rules Governing Statewide Transportation Planning Process and Transportation Planning Regions.

These Policies and Procedures will be administratively updated to reflect changes necessitated by changes in state and federal regulations.

**Relevant federal regulations:** Below is a summary of the relevant federal regulations that apply to the transportation planning process in general or development of the TIP specifically. Appendix “A” contains the specific citations.

- The MPO shall conduct a continuing, cooperative, and comprehensive performance-based multimodal transportation planning process.
- The metropolitan transportation planning process needs to be done in coordination with CDOT and the statewide transportation planning process.
- The MPO shall develop the plan in consultation with all interested parties.
- The MPO shall include public participation as part of the transportation planning process.
- The MPO planning process shall incorporate performance measures and targets.
- The MPO, as a TMA, shall have a congestion management process incorporated into the planning process.
- The TIP shall cover a period not less than 4 years.
- The TIP shall be updated at least every 4 years.
The TIP can cover more than 4 years. FHWA and the FTA will consider the projects in the additional years as informational.

The TIP shall contain all regionally significant projects requiring an action by the FHWA or the FTA whether or not the projects are to be funded under title 23 U.S.C. Chapters 1 and 2 or title 49 U.S.C. Chapter 53 (e.g., addition of an interchange to the Interstate System with State, local, and/or private funds and congressionally designated projects not funded under 23 U.S.C. or 49 U.S.C. Chapter 53). For public information and conformity purposes, the TIP shall include all regionally significant projects proposed to be funded with Federal funds other than those administered by the FHWA or the FTA, as well as all regionally significant projects to be funded with non-Federal funds.

The TIP shall include, for each project or phase, the following:

- Sufficient descriptive material (i.e., type of work, termini, and length) to identify the project or phase;
- Estimated total project cost, which may extend beyond the 4 years of the TIP;
- The amount of Federal funds proposed to be obligated during each program year for the project or phase (for the first year, this includes the proposed category of Federal funds and source(s) of non-Federal funds. For the second, third, and fourth years, this includes the likely category or possible categories of Federal funds and sources of non-Federal funds);
- Identification of the agencies responsible for carrying out the project or phase;

Each project or project phase included in the TIP shall be consistent with the approved LRTP.

The TIP must be fiscally constrained by fund source by year.

Regionally Significant Projects: Regionally significant projects must be included in the TIP in accordance with current federal planning regulations. Projects are defined as regionally significant if they are (1) projects, regardless of funding source, that require action by FHWA or FTA or (2) are funded with federal funds other than those administered by FHWA or FTA, as well as all regionally significant projects to be funded with non-federal funds [23 CFR 450.326(f)].

PPACG Policies:

TIP Schedule

TIP PO1.0 - PPACG adopts a new TIP every two years. CDOT adopts a new Statewide Transportation Improvement Program (STIP) every year and has implemented a 10-year program. These schedules place the TIP and STIP funding years out of sync every other year. This impacts the fourth year of both documents. CDOT is presently working to transition their schedule to a ten-year program and PPACG will coordinate further to reconcile this discrepancy. CDOT and PPACG will coordinate to reconcile any discrepancies on a regular basis.
TIP PO1.1 - CDOT and PPACG recognize this fact and are working to address this issue through statewide planning efforts and the planning memorandum of agreement between the two agencies. Currently, the PPACG 2019-2022 TIP is in sync with CDOT’s 2019-2022 STIP.

**TIP Development**

TIP PO2.0 – The TIP shall be fiscally constrained in each individual fund source, in each of the first four years of the TIP.

TIP PO3.0 – Only projects that are consistent with the region’s long-range transportation plan (LRTP) are eligible to be in the TIP. In both the LRTP and the TIP, projects must be described with sufficient detail that a reasonable determination of consistency may be made.

TIP PO4.0 - Projects in the first year of the TIP constitute the “agreed to” list of projects for project selection purposes.

TIP PO4.1 - Any project in the first year of the TIP is automatically considered “selected,” and no further action is needed.

TIP PO5.0 – Projects may not appear in the first two years of the TIP unless the phase shown within those years is fully funded and local match will be available for the year programmed.

TIP PO5.1 - Full funding for all phases must be reasonably foreseeable for any project to be considered for programming in the TIP

TIP PO6.0 - In accordance with federal regulation, projects in the second, third, and fourth years of the TIP [23 CFR 450.332(a)] and STIP may be advanced in place of another project. To proceed with any project beyond the first year of the TIP, specific actions must be undertaken as outlined in PO10.0 – PO13.0.

TIP PO7.0 – Privately funded projects must provide evidence of funding to be included in the TIP. The jurisdiction shall confirm in writing to PPACG that the private funding is reasonably expected in the year of expenditure programmed in the TIP.

TIP PO8.0 – Regional Surface Transportation Program (STP) Metro (STBG program), Carbon Reduction Program (CRP), and Transportation Alternatives Program (TAP) (STBG-set aside program) funds have a use it or lose it policy, unless CDOT expressly states that we may roll forward funds from previous years. Therefore, if those funds are
not obligated in the year they are programmed, then that money could be lost from the region. To help mitigate the possibility of losing regional funds, the TIP shall have an appendix with a prioritized listing of regional projects for years 5-10, called the “Unscheduled Pool” which can be amended into the current TIP years if funding were to become available and other regional funding priorities have been met.

TIP PO8.1 - The Unscheduled Pool will also allow the jurisdictions to plan and space out projects and phases of projects. Projects in the pool will be prioritized using the same scoring criteria as the first four years and listed by year. Projects can include:
1. Projects received during the ‘Call for Projects’ application submissions which did not fit within the fiscally constrained four-year program.
2. The construction phases of projects listed in the first four years of the TIP.

TIP PO8.2 – Each fiscal year of the Unscheduled Pool does not need to be fiscally constrained. While fiscal constraint is not required for the Unscheduled Pool, the utility of the planning exercise would be diminished if some level of constraint is not used. Years five through ten shall be constrained within the total five-year resource allocation estimates from the LRTP.

TIP PO8.3 – The unscheduled pool is not a guarantee of funding, nor does it guarantee a project will automatically advance into the first four years of the TIP when a new TIP is developed. When a new call for projects is announced, sponsors must resubmit their project applications with any updated cost estimates and scope. However, provided the sponsoring jurisdiction has been developing the project, advancing these projects should be strongly considered. Priority for construction phases of projects that have already received funding for preconstruction (i.e., design, NEPA, ROW) should be considered.

TIP PO9.0 – Federally funded projects must be programmed by phase unless all phases can be completed within one federal fiscal year. Otherwise, project sponsors must request programming of preconstruction activities first and separate from the construction phase. Upon completion of the pre-construction work, sponsors may come back to the region for the programming of the construction phase with an updated cost estimate and scope.

TIP PO9.1 – Project selection will continue to look at the entirety of the project when scoring as part of the performance-based programming process.

TIP PO9.2 – Projects sponsors may apply for funding of a project in its entirety. However, if selected, the project should be programmed by phase, if applicable.
Any subsequent phase will be listed in the out years of the TIP or the unscheduled pool until an updated application has been submitted.

TIP PO9.3 - It is the intent of this policy that PPACG will program the construction phase of a project if the preconstruction phase was programmed. However, if the initial cost estimates for the construction phase are exceeded by 10%, the jurisdiction will work with the Technical Advisory Committee (TAC) to deliver the project by:

- Providing additional regional funding if available and the cost overruns are in line with the original scope of the project.
- Providing additional jurisdictional funding.
- Reducing the scope of the project, making sure to keep the original functionality that caused the region to fund the project in the first place.

TIP PO10.0 – Non-infrastructure programs or planning studies that are regional in nature must be included in both the TIP and the Unified Planning Work Program (UPWP).

TIP PO10.1 – Requests for non-infrastructure or planning studies to be included in the UPWP must be made to PPACG in writing by January of the federal fiscal year prior to the funding request.

TIP PO10.2 – Annual programmatic funding for these projects is not guaranteed. No long-term commitments should be made by the jurisdiction beyond the first year of the TIP.

**TIP Revisions**

TIP PO11.0 – The TIP may be modified, either by a formal amendment, or an administrative modification.

TIP PO11.1 - TIP amendments are major revisions requiring a public comment period (outlined in the Public Participation Plan), official approval by the TAC, CAC and Board of Directors, followed by submission and approval by CDOT, with approval authority as delegated by the Governor. Amendments are required for:

- Addition or deletion of any federally funded projects (except as noted in the Administrative modifications section below)

- Addition or deletion of any regionally significant state or locally funded projects (except as noted in the Administrative modifications section below)
• Changes/adjustments to federal funds that are programmed by PPACG. (PPACG Board is the only body with the authority to remove or add regional funding to a project/program)

• Changes/adjustments to federal or state funds programmed or selected by CDOT (with approval from transportation commission or similar body).

• Significant changes to the scope of any project (e.g., changing the number of traffic through lanes, changing termini, addition or removal of multimodal features)

• Changes in a project’s fund source(s) from non-federal to federal, or from federal to non-federal

TIP PO11.2 - TIP administrative modifications are minor revisions that may be made by PPACG staff without formal action by TAC, CAC, or the Board. PPACG staff will make changes to the TIP and final updates will also be emailed to relevant parties. Additionally, updates will be made to documents on the PPACG website. Administrative modifications include:

• Addition or deletion of any non-regionally significant state funded projects

• Adding or modifying Emergency Relief funded projects

• Adding or modifying state or local regionally significant projects that have already been through their own public involvement and approval processes

• Minor changes to the scope of any project not triggering an amendment as outlined above

• Changing a project’s sponsoring agency when agreed upon by the two agencies affected and a formal agreement has been signed by the appropriate agency authorities

• Changes made to an existing project’s amount of local funds, provided no other federal or state funding, scoping or termini changes are being made to the project and does not affect the local match requirement

• Adjustments to funds between preconstruction and construction
• Project roll forwards (moving a project within the programmed four years of the TIP) if:
  ▪ Unable to obligate in current year of TIP and jurisdiction has provided adequate justification for the delay and
  ▪ The obligation authority or apportionment has not lapsed, and funding is still available

TIP PO12.0 – Amendments may not add projects that are not consistent with the adopted LRTP.

TIP PO13.0 – Amendments may not add capacity-increasing projects unless applicable requirements of the Congestion Management Process (CMP) and air quality conformity rules for the region are met.

  TIP PO13.1 – Amendments that impact the conformity emissions analysis (capacity projects that must be modeled) require the same public notice and opportunity for comment as the original TIP document.

  TIP PO13.2 – For the purposes of these Policies and Procedures, a capacity increasing project is defined as one that adds an additional vehicular travel lane one mile or more per the CMP. Turn lanes, road widening (without adding additional travel lanes), bicycle, pedestrian and transit projects are not, for the purposes of this policy, considered capacity increasing.

TIP PO14.0 – Amendments and administrative modifications must maintain fiscal constraint by fund type and by year.

**TIP Funds**

TIP PO15.0 – Federal funds typically become available on an annual basis. The region will work cooperatively to make sure that obligations for the coming year are identified early so that no Federal funds are lost because they were not obligated in a timely fashion.

TIP PO16.0 – Federal funds in the current year of the TIP must be obligated before the end of the federal fiscal year in order to avoid losing the funding to the region. However, if CDOT approves roll forwards for that year, projects and the associated funds may be rolled forward to the current TIP year. A formal request by the jurisdiction must be made to PPACG staff for an administrative amendment.

TIP PO17.0 – When a jurisdiction no longer needs funding for a project, it will notify PPACG that the funds are available for reprogramming.
TIP PO17.1 – Federal rules will dictate if previously expended funds shall be repaid to the region if a project is removed from the TIP or canceled after obligation.

TIP PO18.0 – Project cost savings or funds that are not required to complete the original or approved scope of the project, shall be returned to the regional fund balance for reprogramming to other projects.

TIP PO18.1 – Reprogramming of returned funds shall go through the regular TIP and/or cost overrun process.

TIP PO18.2 – Once a jurisdiction is aware of excess funding on a project, they must contact PPACG with the approximate time frame of the return and funding amount.

TIP PO18.3 – PPACG staff will notify all jurisdictions of the returned funds in an email that will serve as a “supplemental notice of funding availability”.

TIP PO18.4 – Jurisdiction returning the funds may be awarded those same funds for another project but shall be required to follow the same process as all the other jurisdictions requesting the returned funds. This follows the principle that funds are awarded to projects, not jurisdictions.

TIP PO19.0 - If a project is experiencing a cost-overrun, the project sponsor may address it by submitting the following types of TIP modifications:

TIP PO19.1- Project sponsors may overmatch using additional local funds. The TIP may be modified administratively.

TIP PO19.2- Project sponsors may request additional federal money from unanticipated sources and project reconciliation. This requires an open, competitive process and formal TIP amendment and approval.

TIP PO19.3- Project sponsors may request to change the scope of work or termini for a project in a way and to an extent that likely would not have resulted in a lower score during the TIP project selection process. This requires a formal TIP amendment request and approval.

TIP PO20.0 –

The regional priority of returned funds is:
1. Assist jurisdictions on projects that are experiencing cost overruns, provided the overruns are due to factors that were not reasonably foreseeable and NOT due to voluntary changes in the project scope identified in the project application.

2. Fully fund the construction phase of projects which are currently in preconstruction and have already had federal funds obligated to complete the project.

3. Fund any projects from the LRTP that can be ready to obligate in time.

4. Fund new transportation plans and studies, requiring that these be amended into the Plan. Funding some plans and studies provides an opportunity for the smallest member jurisdictions to participate.

5. Flex all remaining funds to transit, making any necessary TIP amendments.

**Project Development Responsibilities**

**TIP PO21.0 – Sponsor responsibilities**

TIP PO21.1- Complete project or project phases in a timely manner, project-level public involvement, project eligibility requirements, commitments made during the project development and programming process, and notify the PPACG staff when the project will not meet program funding deadlines.

TIP PO21.2 - When a proposed project is programmed in the TIP, the project sponsor makes a commitment to complete it as defined in the project proposal. Substantive amendments to the scope of a project or the project cost during the obligation phase could cause the project to be reevaluated. This could cause the project to be reduced in priority and thus lose the programmed funds. Lead agencies are responsible for ensuring timely completion of the project as described in the project proposal.

TIP PO 21.3 - To access the programmed funds for a project, sponsors must meet all federal requirements. Sponsors must work with PPACG, CDOT, FHWA, FTA or other federal funding agencies to ensure that federal requirements are met in a time frame that will assure programmed funds can be authorized.

TIP PO21.4 – Project sponsors are required to provide semi-annual project status reviews to CDOT and PPACG (each March and September or as otherwise scheduled by PPACG in cooperation with the funding agencies). Failure by a sponsoring agency to provide this information may jeopardize the
priority of their state or federally funded project(s) in the TIP. The following information shall be provided:

1. Do the funds programmed in the current fiscal year of the TIP have a reasonable expectation of being obligated or secured (based on the “project readiness” criteria)?
2. Does the project's total programmed funding:
   a. meet the total estimated project cost?
   b. significantly exceed the total estimated project costs?
   c. fall significantly short of the total estimated project costs?
3. How is any shortfall of programmed funds being addressed?
4. Are there any other project situations that affect timing, amount, or category of the programmed funds?
5. Have the project’s scope and termini changed from what is noted in the TIP?
6. A status report on federal funding for each project including:
   a. What amount of federal funding has been obligated in this FY?
   b. What amount of federal funding is expected to be obligated in this FY?
   c. What is the date(s) of obligation?
   d. What funding category(ies) was obligated?
   e. How much was not obligated and needs to “roll forward” into the next FY?

TIP PO21.5 - Based on the information provided and other information, the sponsoring agency will request that the TIP be revised, if necessary, according to procedures for TIP Revisions.

TIP PO22.0 – PPACG responsibilities

TIP PO22.1- PPACG acts as a resource to member governments to facilitate the project development process.

TIP PO22.2 - PPACG will help to ensure funds will be obligated in the year they were programmed through the following process:

- Initial Letter/email of awarded project notice of inclusion in the TIP and outline of jurisdiction responsibilities. Will include documentation that outlines the process for obligating funds with CDOT’s Region 2 Local Agency team.
- Six months prior to the Fiscal Year (FY) the project is listed, PPACG sends email to inform jurisdictions of upcoming project/funds.
• PPACG will check back at three months prior to FY the project is listed to ensure forms are started or complete.
• Quarterly check in meetings on project status between PPACG and CDOT and project sponsor.
• Six months prior to end the end of the FY the project is listed in the TIP, there will be an evaluation of progress and to determine if the project needs to return funds or possibly needs to be rolled forward.
• Three months prior to the end of the FY the project is listed in the TIP, PPACG will hold a progress evaluation and recommendation meeting with jurisdiction project managers.

TIP PO22.4 – PPACG staff will hold semiannual status workshops as needed for TAC regarding the status of programmed projects in the region.

TIP PO22.5 - If projects are unable to proceed to funding obligation according to the schedule outlined in the TIP, this information must be brought to the attention of PPACG staff at the earliest opportunity. PPACG staff will then follow the policies outlined in TIP PO15.0-PO20.0 regarding TIP funds.

TIP PO22.6 - Every other year, as part of the adoption of the new TIP, PPACG staff will review the status of all current and programmed projects with each project sponsor to determine if there are any projects that may need to be amended into the new TIP. Unobligated funds and associated projects are not guaranteed to be amended into a new TIP adoption, and all efforts should be made to obligate funds in the year a project is programmed.

TIP PO22.7 – Annually, if FHWA and CDOT have determined funds are available for roll over, PPACG staff will take appropriate TIP actions.

TIP PO23.0 – Policy compliance is the responsibility of PPACG staff and all committee members. However, individual jurisdiction requests may at times require an exception be made to one or more policies. Having a robust and well-managed set of policies on how to deal with requested exceptions allows the committee(s) to be proactive, rather than reactive, when it comes to compliance management.

TIP PO23.1 -- Following any proposed new TIP funding request(s) or amendment(s) to an already approved TIP, PPACG staff shall conduct a compliance review in advance of any TAC meeting scheduled to consider the request(s) and to present compliance management considerations for the committee’s discussion.

TIP PO23.2 – Upon completion of compliance management review, any individual funding request that requires an exception to established policy, procedures or manner for inclusion in the TIP shall require a waiver request by
the jurisdiction’s TAC representative. PPACG staff will seek the Community Advisory Committee (CAC)’s review and recommendation prior to the request being considered by the Board of Directors.

PPACG Procedures:

**TIP Development**

TIP PR1.0 – To start a new TIP process, completed every other year, PPACG staff shall develop the annual federal funding estimate for the upcoming TIP. Development of these estimates shall be done in conjunction with FHWA and the State of Colorado. These estimates shall reconcile previous estimates of federal allocations vs. actual revenues to develop the estimated amount for the new TIP years.

TIP PR1.1 – PPACG staff shall present the fund estimates to the TAC for their review and recommendation. PPACG staff shall adjust the estimates based on the recommendations of the TAC as appropriate for the development of the bi-annual Notice of Funding Availability/Call for Projects.

TIP PR1.2 – A competitive selection criteria based on federal guidance, applicable performance measures and regional priorities, shall be used by TAC and PPACG staff to score and select projects for inclusion in the TIP.

TIP PR2.0 – PPACG staff shall issue Call for Projects, which outlines the instructions and funds available over the upcoming TIP period, by fund source.

TIP PR2.1 - The Call for Projects will include the “Year of Expenditure” (YOE) factor to be used in the calculation of expenditures anticipated in future years of the TIP.

TIP PR2.2 – The Call for Projects shall include the due date for receiving funding requests/applications from project sponsors.

TIP PR2.3 – PPACG shall make available, as attachments or web postings, all of the necessary forms associated with the Call for Projects.

Tip PR3.0 – The TAC is tasked with development of a draft project list. TAC will review the application scores matrix prepared by PPACG staff, public involvement results prior to the TIP Development Meeting. Based on the technical knowledge and expertise of those reviewing the score matrix, the scores may be adjusted, as appropriate. Scores
act as a guide to prioritizing projects; however, the TAC is to use their best judgement in developing the recommended project list.

TIP PR3.1 – After reviewing the funding available, by fiscal year and fund source, TAC shall prioritize the funding requests by fund source and by fiscal year.

TIP PR3.2 – Annual fiscal constraint must be achieved in the first four years of the TIP by program year.

TIP PR4.0 – Once a proposed project list has been drafted, it will be modeled for air quality conformity, if applicable, and Title VI and Environmental Justice compliance.

TIP PR5.0 - Development of draft TIP materials shall be scheduled so that TIP public open house(s) to review the proposed project list and the results of the air quality conformity process can occur in February.

TIP PR6.0 – After development of the draft TIP, PPACG is required to solicit public comment for at least 30-days. The Public Participation Plan (PPP) requires that the full public comment results then be made available to the TAC at least 30 days before recommendation (in the case of TAC and CAC) or approval (Board) of a draft TIP is sought. Both the Public Comment period and the PPACG committee process shall culminate in a PPACG Board meeting where the TIP is properly noticed for adoption.

**TIP Amendment Procedures**

TIP PR7.0 – When a TIP amendment is requested by a jurisdiction, PPACG staff will first determine if the request follows policies that govern TIP amendments. If so, the request will be presented as described in the PPP at the next TAC meeting for a recommendation.

TIP PR7.1 – Member jurisdictions must submit a justification letter so that PPACG staff can include sufficient information in the TAC memo. The letter shall describe how the amendment will change the project from what was originally described in the project’s application. It is expected that members will be present at TAC meetings to defend their request.

TIP PR7.2 – If the amendment causes funding to be returned to the region or cancelation of a project, an email Notice of Funding Availability will be sent out to all eligible jurisdictions letting them know the funding has been returned to the region and is available for reprogramming. The email will contain information about what type of funding is available, how much and when it needs to be obligated.
TIP PR8.0 – TAC will review proposed TIP amendments and make recommendations to the Board. When reprogramming funding has been returned to the region, the TAC shall consider the regional priorities outlined in PO20.0.
PPACG Acronyms (Updated 3.2023)

AAA  Area Agency on Aging
AADT  Annual Average Daily Traffic
AASHTO  American Association of State Highway & Transportation Officials
ACOE  Army Corps of Engineers
ACT  Accessible Coordinated Transportation
ADA  Americans with Disabilities Act (1990)
AICUZ  Air Installation Compatible Use Zone (Study)
AF CURE  Arkansas Fountain Coalition Urban River Evaluation
AFB  Air Force Base
AFS  Air Force Station
AMPO  Association of Metropolitan Planning Organizations
AoA  Administration on Aging (U.S.)
APA  American Planning Association
APCD  Air Pollution Control Division (Colorado)
AQCC  Air Quality Control Commission (Colorado)
AQTC  Air Quality Technical Committee (PPACG)
ARCH  Adult Resources for Care and Help
ARRA  American Recovery and Reinvestment Act
AVO  Average Vehicle Occupancy
AVR  Average Vehicle Ridership
BAH  Basic Allowance for Housing
BEA  Bureau of Economic Analysis
BLM  Bureau of Land Management
BLS  Bureau of Labor Statistics
BMPs  Best Management Practices
BRAC  Base Closure and Realignment
BRO  Off-System Bridge Program
BIO  Bridge Inspection Program
BTS  Bureau of Transportation Statistics
C4A  Colorado Association of Area Agencies on Aging
CAA  Clean Air Act
CAB  Combat Aviation Brigade
CAC  PPRTA Citizen Advisory Committee
CAC  Community Advisory Committee (PPACG)
CAD  Computer Aided Drafting
CARC  Colorado Association of Regional Councils
CBEF  Center for Business and Economic Forecasting
CCI  Colorado Counties, Inc.
CDHS  Colorado Department of Human Services
CDOT  Colorado Department of Transportation
CDPHE  Colorado Department of Public Health and Environment
CEDIS  Colorado Economic and Demographic Information System
CFR  Code of Federal Regulations
CMAQ  Congestion Mitigation and Air Quality Improvement
CML  Colorado Municipal League
CMP  Congestion Management Process
CO  Carbon Monoxide
CONO  Council of Neighbors and Organizations
COPs  Certifications of Participation
<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Full Form</th>
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<tr>
<td>COS</td>
<td>Colorado Springs</td>
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<td>CPG</td>
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<td>CPI</td>
<td>Consumer Price Index</td>
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<td>CRP</td>
<td>Carbon Reduction Program</td>
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<td>Colorado Revised Statutes</td>
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<td>Colorado Springs Utilities</td>
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<td>CTAB</td>
<td>Citizens' Transportation Advisory Board (Colorado Springs)</td>
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<td>Congested Vehicle Hours Traveled</td>
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<td>CVMT</td>
<td>Congested Vehicle Miles Traveled</td>
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<td>Clean Water Act</td>
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<td>CWCB</td>
<td>Colorado Water Conservation Board</td>
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<td>CWP</td>
<td>Clean Water Plan</td>
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<tr>
<td>DBE</td>
<td>Disadvantaged Business Enterprise</td>
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<tr>
<td>DBMS</td>
<td>Data Base Management System</td>
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<tr>
<td>DEIS</td>
<td>Draft Environmental Impact Statement</td>
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<td>DMDC</td>
<td>Defense Manpower Data Center</td>
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<td>DMTF</td>
<td>Defense Mission Task Force</td>
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<td>Division of Natural Resources (State of Colorado)</td>
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<td>Denver Regional Council of Governments</td>
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<td>DRMAC</td>
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<td>DUS</td>
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<td>E&amp;D</td>
<td>Elderly and Disabled</td>
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<td>EA</td>
<td>Environmental Assessment</td>
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<td>EIS</td>
<td>Environmental Impact Statement</td>
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<td>El Paso County</td>
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<td>EV</td>
<td>Electric Vehicle</td>
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<td>FAA</td>
<td>Federal Aviation Administration</td>
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<td>FASTER</td>
<td>Funding Advancements for Surface Transportation &amp; Economic Recovery</td>
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<td>FONSI</td>
<td>Finding of No Significant Impact</td>
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<td>FR</td>
<td>Federal Register</td>
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<td>GPS</td>
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<td>Housing and Building Association</td>
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<td>HCM</td>
<td>Highway Capacity Manual</td>
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<td>HFMCN</td>
<td>Peak Military Care Network</td>
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HMA  Housing Market Analysis
HOT  High Occupancy Toll
HOV  High-occupancy Vehicle
HPMS  Highway Performance Monitoring System
HSIP  Highway Safety Improvement Program
HUTF  Highway Users Trust Fund
ICMA  International City/County Management Association
IGA  Intergovernmental Agreement
IPA  Integrated Plan Assessment
ISDS  Individual Sewage Disposal System
ISTEA  Intermodal Surface Transportation Efficiency Act (1991)
ITE  Institute of Transportation Engineers
ITS  Intelligent Transportation System
JARC  Job Access/Reverse Commute
LOS  Level of Service
LRP/LRTP  Long-Range Plan/Long-Range Transportation Plan
LRT  Light Rail Transit
MAC  Military Affairs Committee
MAP-21  Moving Ahead for Progress in the 21st Century (latest federal legislation)
MCC  Mobility Coordinating Committee (PPACG AAA)
MOA  Memorandum of Agreement
MOBILE6  EPA Approved model to predict pollutant emissions from vehicles
MOU  Memorandum of Understanding
MPO  Metropolitan Planning Organization
MSA  Metropolitan Statistical Area
MUTCD  Manual on Uniform Traffic Control Devices for Streets and Highways
N4A  National Association of Area Agencies on Aging
NAAQS  National Ambient Air Quality Standards
NARC  National Association of Regional Councils
NCEA  National Center on Elder Abuse
NCOA  National Council on Aging
NEPA  National Environmental Policy Act
       NEPA Documents (part of the “NEPA process”):
       Cat Ex  Categorical Exclusion
       EA  Environmental Assessment
       EIS  Environmental Impact Statement
       FONSI  Finding of no Significant Impact
       ROD  Record of Decision
NFRMPO  North Front Range Metropolitan Planning Organization
NFRQPA  North Front Range Water Quality Planning Association
NHFP  National Highway Freight Program
NHPP  National Highway Performance Program
NHS  National Highway System
NORAD  North American Aerospace Defense Command
NOx  Nitrogen oxides
NWCCOG  Northwest Colorado Council of Governments
O&M  Operations and Maintenance
O3  Ozone
OAA  Older Americans Act (1969)
OEA  Office of Economic Adjustment
OSD  Office of Secretary of Defense
OST  Office of the Secretary of Transportation
P3  Public-Private Partnership
PACOG  Pueblo Area Council of Governments
PCS  Permanent Change of Station
PM10  Particulates/fine dust less than 10 microns in size
PM2.5  Particulates/fine dust less than 2.5 microns in size
PPAAA  Pikes Peak Area Agency on Aging
PPACG  Pikes Peak Area Council of Governments
PPAR  Pikes Peak Association of Realtors
PPK  Block Grant Stimulus
PPM  Parts Per Million
PPRTA  Pikes Peak Rural Transportation Authority
RAC  Area Agency on Aging Regional Advisory Committee (PPACG AAA)
RAISE  Rebuilding American Infrastructure with Sustainability and Equity (Federal grant program)
RAMP  Responsible Acceleration of Maintenance and Partnerships
RAQC  Regional Air Quality Council
RFP  Request for Proposal
RFQ  Request for Qualifications
RGP  Regional Growth Plan
RIMS  Regional Input-Output Modeling System
ROD  Record of Decision
ROI  Return on Investment — or — Region of Influence
ROW  Right of Way
RPP  Regional Priorities Program
RSA  Regional Statistical Area
RTD  Regional Transportation District (Denver)
RTDP  Rural Transit Development Plan
RTP  Regional Transportation Plan
SAF  Small Area Forecast
SAFETEA-LU  Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (2005)
SB  Senate Bill
SIP  State Implementation Plan (for Air Quality)
SMART (goals)  Specific, Measurable, Attainable, Results oriented, Time bound
SOV  Single Occupant Vehicle
SPR  Statewide Planning and Research
SRP  Short-Range Plan
SRTS  Safe Routes to School Funds
STAC  State Transportation Advisory Committee
STIP  Statewide Transportation Improvement Program
STBG  Surface Transportation Block Grant Program
STBG - Urban  Surface Transportation Block Grant Program - Urbanized areas
SW  Space Wing (Air Force)
SWMP  Stormwater Management Plan
TAC  Transportation Advisory Committee (PPACG)
TAP  Transportation Alternatives Program
TAZ  Traffic Analysis Zone
TCD  Traffic Control Device
TCM  Transportation Control Measure
TDM  Transportation Demand Management
<table>
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<td>TMDL</td>
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<td>Transportation Management Organization/Transportation Management Agency</td>
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<td>UZA (UA)</td>
<td>Urbanized Area (Census)</td>
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<td>V/C</td>
<td>Volume-to-capacity ratio</td>
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<td>Variable Message Sign</td>
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