
EXHIBIT 10-B APPLICATION FORM INSTRUCTIONS

For projects that involve multiple locations, a separate form must be submitted for each spot location.

For projects that involve roads of more than 1 mile and if Average Daily Traffic (ADT) varies, a separate form must be submitted for each 1-mile segment. The evaluation of the entire project will be based on the average of the segments in the project.

The application form contains the following fields:

Agency: Provide the name of your agency

Date: Indicate the Application Date

Caltrans District: From the drop-down list, select Caltrans District (1 to 12) that the proposed project belongs to. Select "Other" if not applicable.

MPO/RTPA: From the drop-down list, select the MPO/RTPA (Metropolitan Planning Organization/Regional Transportation Planning Agency) that the proposed project belongs to. Select "Other" if not applicable. The following 18 MPOs/RTPAs are available from the drop-down list:

AMBAG: Association of Monterey Bay Area Governments
BCAG: Butte County Association of Governments
COFCG: Council of Fresno County Governments
KCAG: Kings County Association of Governments
KCOG: Kern Council of Governments
MCAG: Merced County Association of Governments
MCTC: Madera County Transportation Commission
MTC: Metropolitan Transportation Commission
SACOG: Sacramento Area Council of Governments
SANDAG: San Diego Association of Governments
SJCOG: San Joaquin Council of Governments
SLOCOG: San Luis Obispo Council of Governments
SBCAG: Santa Barbara County Area of Governments
SCRTPA: Shasta County Regional Transportation Planning Agency
SCAG: Southern California Association of Governments
STANCOG: Stanislaus Council of Governments
TCAG: Tulare County Association of Governments
TMPO: Tahoe Metropolitan Planning Organization

Project Location: Provide road name or geographical references to project location.

Description of Proposed Improvement(s): Describe the proposed improvements.

Type(s) of Improvement(s): List type(s) of improvement(s) proposed. Select from the predefined list (see Exhibit 10-E, "Collision Reduction Factor and Improvement Life"). Then click "Add." Usually only one (1) item needs to be selected. If multiple items apply, a maximum of three (3) items can be selected.

Intersection or Road Section: Check the project if it is for an intersection or a road section. If it is for a road section, indicate the length of the road section in miles.

Speed Limit (mph): Indicate the speed limit of the proposed road or location(s).

Number of Lanes: Indicate the total number of travel lanes of the current road (both directions). Do not include left-turn lanes, right-turn lanes or two-way turn lanes. If it is an intersection, use the average number of lanes of the roads approaching the intersection.

Functional Classification: Select one from the following three eligible categories: 1) Rural Major Collector; 2) Rural Minor Collector, and 3) Rural Local Road.

Terrain: Indicate the terrain: Flat, Rolling or Mountainous.

Average Daily Traffic (ADT): Indicate the existing (or most current) ADT volume of the proposed location (in thousands).

If the proposed improvement is at an intersection, add the existing (or most current) ADT volumes approaching the intersection from all directions and divide by 1,000. The ADT is the combined traffic volume of all approaches to the intersection on an average day.

If the proposed improvement is not at an intersection, the ADT is the number of vehicles that use the section of roadway proposed for improvement in both directions on an average day.

Traffic Collision Information: Do not include unreported collisions since the evaluation formula has already been adjusted to account for this anomaly. Collision summary reports that corroborate the values must be attached to the application. Do not attach the law enforcement field reports.

For spot improvements, collisions that occurred within 1/10 mile may be included.

For corridor or linear improvements, collisions that occurred within the corridor plus collisions that occurred within 1/10 mile of the ends of the project limits may be included.

For intersection improvements, collisions that occurred within 300 feet of the intersection in all directions may be used. If the distance to the nearest intersection is less than 600 feet, only those collisions that occurred from midblock may be used.

Time Period: The time period of the collision data provided. Data should be provided for at least the last three years.

All Collisions: The occurrences of all collisions (not number of victims) in the time period per three severities: Fatal, Injury and Property Damage Only (PDO).

Other Traffic Collision Information: Please provide some additional traffic collision data if certain improvement types are proposed (see below). Each of the below four types of improvements only reduces its corresponding collisions.

Type of Improvement	Additional Traffic Collision Data Required
Roadway Illumination (where no lighting exists)	Nighttime collisions
Rumble Strip	Drift-off-the-road collisions
Superelevation Improvement	Run-off-the-road collisions
Truck Escape Ramp	Run-away truck collisions

Project Cost Estimate: See the Application Form.

Identification and Demonstration of Need: See the Application Form.

Potential for Proposed Improvement to Correct or Improve the Problem: See the Application Form.

Implementation Schedule: See the Application Form.

Application Signatures: See the Application Form.