

Project Performance Assessment Data Table

(application piece 4a)

Each application to the 2022/23 Regional Program (both the Transformative and Maintenance & Modernization categories) is required to include a project performance data table as part of the application package. Most projects will use the Project Performance Assessment tool (4a) to create the required data table. Projects applying for transit vehicle replacements or equipment are the one exception to using the PPA; these projects instead use the TAM Data Table (4b, described separately).

The required data metrics are a uniform piece of information for each project’s evaluation but can only provide part of the story of a project’s potential. As such, sponsors are encouraged to add any additional data/analysis/evidence of project benefit in their application narrative response.

Steps for running the PPA tool

Below is a step-by-step breakdown for how to run the PPA tool. SACOG staff developed a list of “Frequently Asked Questions” in the 2022 PPA Tool Documentation (page 28) that can also help project sponsors.

Step 1: Open the online PPA tool

- Applicants can access the PPA tool through the following link: <https://www.sacog.org/post/2022-ppa-tool-materials>

Step 2: Explore data layers

- Before running the tool, explore a rich variety of transportation and demographic data in and near your project area. To browse through these data layers, click on the “layers” tab in the top left part of the window:



Step 3: Choose which tool you will be using

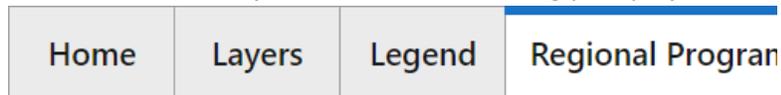
For the *Regional Program* application, click the below icon in the header bar to open the Regional Program tool.



Step 4: Draw your project on the map

- Zoom in to the location of your project on the map. Use the mouse to move around in the map and to zoom in.

- Click on the button “Draw Project Line” to start drawing your project:

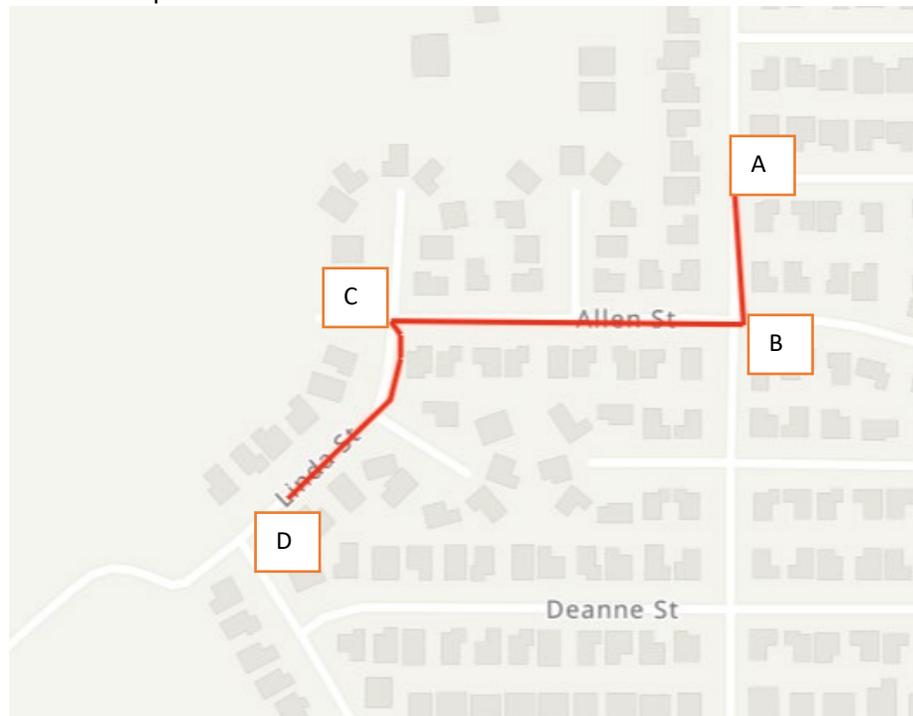


Project Line*

Draw a project line in SACOG area. Double click to finish drawing.



- To start drawing the project, click on one endpoint of the project; double click to stop drawing the project. Draw the full extent of the project, being as accurate as possible.
 - In this example:



- Point A is where the user started the project with one mouse click;
 - Point B is where the user clicked to mark one leg of the project/start heading west with the project;
 - Point C is where the user clicked to mark another leg of the project/start heading south with the project;
 - Point C to Point D, the user left-clicked and dragged the mouse to make a squiggly line for the last leg of the project;
 - Point D, the user double-clicked to complete the project line.
- For intersection projects, draw a very short line that just covers the width of the intersection. Zooming in to the intersection location(s) will help with accuracy.
- To delete a line/re-draw a project, click the “X” by “Project Line” This X will only appear after you have double-clicked to finish drawing a project.

Project Line*

Draw a project line in SACOG area. Double click to finish drawing.

Project Line



+ Draw Project Line

Projects with *unique geographies* (new facility, system wide investments, or any project not tied to a specific geography or facility) or projects whose primary benefits are to provide an alternative to an existing facility should work with SACOG staff to create a custom geography in the PPA tool **by the PPA deadline of January 13, 2023**. SACOG's contact for these requests is Chris Dougherty, CDougherty@sacog.org.

Step 5: Fill in your project's information in the Inputs Tab

1. **Project Name:** Enter a unique name of the project. The project name should tie to the project title of your application, but cannot exceed 30 characters.
2. **Jurisdiction:** Enter the Jurisdiction/Agency that is the project sponsor.
3. **Project type:** For projects using the Regional Program interface there are three different project types:
 - Freeway projects (any freeway project, regardless of program category),
 - Arterial or transit expansion projects (for Transformative program category), and
 - Complete streets/state of good repair (for Maintenance and Modernization program category).
 - Transit vehicle replacement projects do not use the PPA, as there is no spatial component to the project. Instead, transit vehicle replacement projects use the separate Transit Asset Management data (4b).
4. **Performance outcomes:** Select the performance outcomes that you want your project evaluated against. The report will only include the data for the performance outcomes you select, so you may select more than two outcomes to review and select your most compelling performance outcome arguments. All project sponsors are encouraged to select "Promote Socioeconomic Equity"; this outcome is a cross-cutting outcome that may inform responses to other selected performance outcomes.
5. **User-provided data:**
 - **Email:** enter the email where you will receive the Project Performance Assessment report. You will be asked to enter your email twice to confirm it is entered correctly. Your email address will not be shared or sold by SACOG, nor will you be added to SACOG email lists without your consent.
 - **Annual Daily Traffic (ADT)** applies to the following performance outcomes:
 - Performance Outcome #2 (Reduce congestion)
 - Performance Outcome #3 (Multi-modal)
 - Performance Outcome #6 (Make a Safer Transportation System) 

- Performance Outcome #7 (State of Good Repair).
- If you are not claiming any of the above Performance Outcomes, put a “0” (zero) in the ADT field.
- **Speed limit** only applies to Performance Outcome #3 (multi-modal) and Performance Outcome #7 (State of Good Repair). If you are not claiming that Performance Outcome, put a “0” (zero) in the speed limit field.
- **Pavement Condition Index (PCI)** only applies to Performance Outcome #7 (State of Good Repair). If the applicant is not claiming that Performance Outcome, put a “0” (zero) in the PCI field.

Step 6: Run the tool

- After you’ve reviewed the information for accuracy and completeness, click the Run button at the bottom right of the input tab.
- You will receive a confirmation email from SACOG Project Performance Report (ppa@sacog.org) after you click “run”; the confirmation email will include an estimate of how long it may take to generate your report; it may take up to ten minutes.
- You will receive a follow-up email from SACOG Project Performance Report (ppa@sacog.org) with your report attached as a PDF.
- The more people using the tool at a given time, the longer it may take to complete the PPA report.

Step 7: Review and save the summary PDF

- The summary PDF will include an overview of the report data and the outputs for the performance outcomes you selected. The Regional Program guidelines and PPA documentation provide further guidance on how the working group will interpret the PPA data results.
- Go to File > Save and save the report as a PDF; attach the PDF to your application as element 4a.

To create a second project, click “OK” on the Regional Program tab. This will take you back to Step 3 “Create Reports”, where you can draw a new project.

Requesting SACOG assistance to run the PPA tool

For the 2022/23 round SACOG will run the Project Performance Assessment (PPA) tool for any project sponsor who is unable to run the PPA tool. If a sponsor needs SACOG assistance to complete PPA runs, they must submit their request to Chris Dougherty (cdougherty@sacog.org) by **5pm on January 13, 2023**. For any PPA request by the sponsor within the deadline, SACOG will provide a completed PPA report to the sponsor within two weeks. The sponsor can attach the PDF summary report as 4a of the application submittal.