

Decision-Making Process for Roadway and Transit Requests

Presenter

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Who is NACOG?

Northern Arizona Council of Governments is a nonprofit corporation representing local governments to provide a wide variety of services within Apache, Coconino, Navajo and Yavapai Counties.

- Includes Head Start early childhood education, economic development, housing assistance, aging programs, and...

Regional Transportation Planning

- Excludes the jurisdictions within two Metropolitan Planning Areas (Flagstaff and Prescott)
- Our partners are counties, towns, cities, tribal entities, MPOs, and our state DOT
- Our area includes national monuments, national forests, deserts, high deserts, pine trees, two ski resorts, and lakes (natural and man made)



Utah



Grand Canyon

Navajo Nation

Hopi Tribe

Tusayan

Kykotsmovi

Williams

Flagstaff

Winslow

Sedona

Cottonwood

Camp Verde

Show Low

Eagar

Phoenix

New Mexico

Planning Team

- Four professionals with years of individual experience
- A passion for transportation!
- Two team members focus on transit and multi-modal projects
- Two team members focus on roadway projects



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Why are we presenting?

Just like all of you, we:

- Face constrained resources: staff time, funding, administrative resources
- Receive more requests for help than we can accommodate
- Have multiple “bosses” on our councils and committees
- Need to be ready to provide justification for the decisions that we make

In response

The Team created a decision-making tool/ process for considering requests from partners for help.

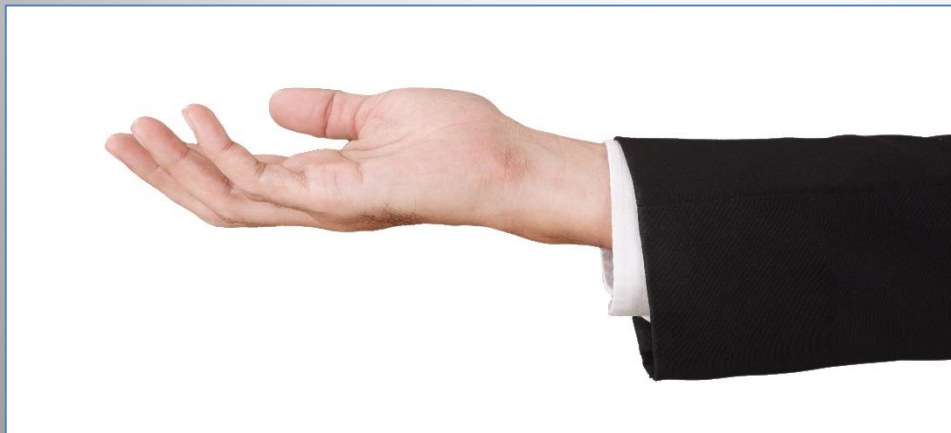
This streamlined worksheet can be modified to fit your criteria.



Purpose of Tool

- To support internal planning and prioritization of team's time and energy
- To provide justification to the requestor of why we did or did not choose to take on their project

The goal is for the Planning Team to be fair and equitable in our decision-making.



Decision-Making Process for Roadway and Transit Requests

Purpose of Form: To provide justification to the requestor of why we selected or did not choose to take on their project; and for internal planning and prioritization. The goal is for the Planning Team to be equitable in our

		(Mark The Box That Best)			
Evaluation Criteria		Low	Medium	High	
Regional Benefit and Impact					
Would the project have a significant impact on the requestor? (e.g. community benefit)					
Would the project have a regional benefit, supporting multiple jurisdictions or communities?					
Is the request either coming from ADOT or encouraged by ADOT (district office, MPD, transit)?					
Does the project bring safety benefits?					
Does the project leverage the requestor's ability to apply for state or federal grant funds?					
Does the project advance a regional priority within the TIP?					
Have all other potential project managers (other LPAs or ADOT) been vetted?					
Is the timing right?					
Is the project complimentary of the past, current, or future projects in the region?					
Has NACOG spent more time in the region, as compared to other regions? If so, should NACOG turn its attention					10
Reviewer Comments:					
NACOG Benefit and Impact					
Does it advance or align with a NACOG priority:					
Fostering tribal partnerships					
Enhancing safety					
Improving use of transit technology					
Vulnerable road users					
Maximizing use of available funding - grants, public-private partnerships, etc.					
NACOG's Work Program [as agreed upon by NACOG and ADOT]					
Does the project bring funding to NACOG for its administrative support?					
What level of engagement, participation, and follow-through does NACOG expect from the requestor?					
Has the requestor demonstrated a successful partnership with NACOG or other organizations in the past?					
Does the project align with NACOG staff's expertise?					
Does NACOG want the project/activity more than the partner?					11
Reviewer Comments:					
NACOG Capacity and Cost					
Will NACOG be required to provide cash or grant funds to conduct the project?					
What level of time commitment would the project require of the NACOG Planning Team?					
What level of time commitment would the project require of the NACOG Finance and other Teams?					3
Reviewer Comments:					
Total number of marks per this column					24

Additional questions to consider

Does NACOG want to seek out projects or just evaluate them as they are submitted?

Does NACOG want to use its unincumbered funds to manage and pursue these projects?

Regional Benefit and Impact

As a Council of Governments, when it comes to supplemental planning projects, we focus on projects with regional benefits (planning across multiple jurisdictions and partners). This way our local planning agencies do not compete against each other.

This section of the worksheet asks questions that help us evaluate how regional our participation would be.



Regional Benefit and Impact

	(Mark The Box That Best Applies)			
Evaluation Criteria	Low	Medium	High	
Regional Benefit and Impact				
Would the project have a significant impact on the requestor? (e.g. community benefit)				
Would the project have a regional benefit, supporting multiple jurisdictions or communities?				
Is the request either coming from ADOT or encouraged by ADOT (district office, MPD, transit)?				
Does the project bring safety benefits?				
Does the project leverage the requestor's ability to apply for state or federal grant funds?				
Does the project advance a regional priority within the TIP?				
Have all other potential project managers (other LPAs or ADOT) been vetted?				
Is the timing right?				
Is the project complimentary of the past, current, or future projects in the region?				
Has NACOG spent more time in the region, as compared to other regions? If so, should NACOG turn its attention elsewhere?				10
Reviewer Comments:				

- Would the project have a significant impact on the requestor? (e.g. community benefit)
- Would the project have a regional benefit, supporting multiple jurisdictions or communities?

NACOG Benefit and Impact

NACOG must also analyze if the request **supports our Team's priorities**; if NACOG will be compensated for our time, what our Team's experience has been with the local planning agency, and who is more motivated to complete the project.



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NACOG Benefit and Impact

Evaluation Criteria	(Mark The Box That Best Applies)		
NACOG Benefit and Impact	Low	Medium	High
Does it advance or align with a NACOG priority:			
Fostering tribal partnerships			
Enhancing safety			
Improving use of transit technology			
Vulnerable road users			
Maximizing use of available funding - grants, public-private partnerships, etc.			
NACOG's Work Program [as agreed upon by NACOG and ADOT]			
Does the project bring funding to NACOG for its administrative support?			
What level of engagement, participation, and follow-through does NACOG expect from the requestor?			
Has the requestor demonstrated a successful partnership with NACOG or other organizations in the past?			
Does the project align with NACOG staff's expertise?			
Does NACOG want the project/activity more than the partner?			
Reviewer Comments:			

11

NACOG's priorities include: fostering tribal partnerships, enhancing safety and protecting vulnerable road users, improving use of transit technology, and maximizing the use of available funding like grants and public-private partnerships

NACOG Capacity and Cost

These questions focus on NACOG's financial and administrative ability to support the project. We have learned that we also need to confirm the capacity of our internal divisions (administration, finance, human resources) to support a project.

The order of the scores reverses for this section because the questions in this section are about the burden on the Team.

High Burden	Medium Burden	Low Burden

NACOG Capacity and Cost

	(Mark The Box That Best Applies)		
Evaluation Criteria	High	Medium	Low
NACOG Capacity and Cost			
Will NACOG be required to provide cash or grant funds to conduct the project?			
What level of time commitment would the project require of the NACOG Planning Team?			
What level of time commitment would the project require of the NACOG Finance and other Teams?			
Reviewer Comments:			

- Will NACOG be required to provide cash or grant funds to conduct the project?
- What level of time commitment would the project require of the NACOG Planning Team?
- What level of time commitment would the project require of the NACOG Finance and other Teams?

Scoring and Team Consult

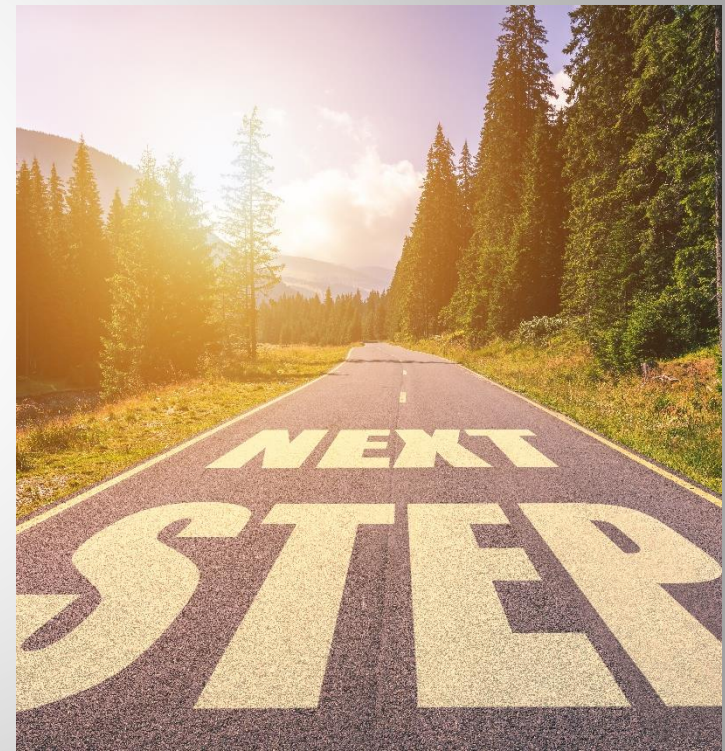
- Finally, team members add up their scores in each column (by color)
- Then the team meets to discuss their individual scores and make a determination on whether or not to proceed with the requested project.



Final Steps

Once the team determines the results of our analysis, we write a formal response to the requesting party.

- *If we have decided to proceed,* then a meeting will be held to discuss our recommendation, next steps, and roles and responsibilities.
- *If we have decided not to proceed,* we arrange a meeting with the interested individuals/ groups to debrief our analysis and propose alternative next steps that may still include NACOG.



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Further Tool Refinement

- Consider establishing clear guidelines on the types of projects NACOG will consider for partner requests
- Take a longer-term planning approach and try to slot projects in over four to five years; then have the requestor seek grant funding for the project
- Consider best ways to use annual fees collected from member agencies (small amount of non-fed funding)



Utah



Grand Canyon

This area

Navajo Nation

Hopi Tribe

Tusayan

Kykotsmovi

Williams

Flagstaff

Winslow

Sedona

Cottonwood

Camp Verde

Show Low

Eagar

Phoenix

New Mexico

State Route 191 Safety Corridor Study

- A portion of SR 191, farther south, was previously studied. A few improvements, identified in the study, have been completed.
- The Chapter Houses (similar to a municipality) have requested a study and improvements to the infrastructure, but it has not yet been funded by the Tribe, the County, or ADOT.
- NACOG applied for SS4A funding, 2025 NOFO, to pay for the study. However, our request was not funded.
- NACOG completed a decision process for the 2026 SS4A NOFO.

State Route 191 Safety Corridor Study

- At the conclusion of our decision process, we determined that we would *not* be applying for the 2026 SS4A NOFO.
- The parameters of our team have changed and our workload has shifted.
- Our process was also influenced by our recent/current experience with a similar study in another area.
- We may complete the decision process again with the next SS4A NOFO.



Thank You!

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