**INSTRUCTIONS - GHSA/NHTSA Recommended/Optional Core Performance Measure Target Chart – FY2020**

Background: The Recommended/Optional Core Performance Measure Target Chart has been developed by GHSA and NHTSA to assist the States in assessing and reporting the results of achieving the performance targets in their required Annual Report. Data reporting cycles often do not align with the Annual Report data deadlines. Use of this Chart allows SHSOs to report on the progress which has been made to date in the fiscal year of the Annual Report as well as provide a second set of data to close the data “circle” from the previous fiscal year’s Highway Safety Plan (HSP). For that reason, there are two sides to the chart divided by a bold vertical line: to the left is the year of the Annual Report and to the right is the data from the previously closed fiscal year. In the sample chart, a small font has been used so that all of the information appears on one page. GHSA is recommending that SHSOs use this chart, or something similar, which provides both the current and previous calendar year data in their Annual Report. Following is a description of each labeled section of the Chart.

1. **FY20 side of the table:** data which may be “in progress” from the fiscal year of the Annual Report
2. **FY19 side of the table:** data from the previously closed calendar year
3. **Performance Measure:** list of each of the Core Performance Measures that all States are required to use
4. **Target Period:** the time period specified by the SHSO (annual, three-year, five year) for each performance measure; for C-1 to C-3 only, the target period is required to be a five-year rolling average. For C-4 to C-11, the SHSO will identify the target period used
5. **Target Year(s):** the year(s) covered by the specified time period
6. **Target Value:** the target value as identified by the SHSO in the FY20 HSP
7. **Data Source/FY20 Progress Results\*:** the year(s) of/ source of the data and numeric result (XXXXX)
8. **Met FY20 Target Y/N (in progress) \*\***: comparing the results (G) to the Target Value (F), was the Target Value achieved? – answer Yes or No. Results may not yet be complete, response may be “in progress”
9. **Target Value FY19 HSP**: the target value identified by the SHSO in the FY19 HSP
10. **Target Year(s)**: the year(s) covered by the specified time period
11. **Data Source/FY19 *Final* Result**: the year(s) of/source of the data and FINAL numeric result for FY19
12. **Met FY19 Target Y/N**: comparing the results (G) to the Target Value (F), was the intended Target Value achieved?
13. **Additional Performance Measures**: complete an additional row for each additional performance measure that the SHSO included in the FY20 HSP

**NOTES:**

**\***The SHSO hasthe option of evaluating target achievements using the most recent State or Federal FARS data for all measures excluding C-1 and C-3. States must use FARS data to evaluate C-1 and C-3 and State data for C-2. For C-4 through C-11, States are not required to use both State and FARS data.

**\*\***If the response is No (N) for any of the performance measures, the SHSO is required to separately provide within the Annual Report a description of how the SHSO will adjust its upcoming (FY22 HSP) to better meet the performance target.

Resource: 23 CFR Part 1300.35 Annual Report, U.S. DOT NHTSA Final Rule

**SAMPLE**

**GHSA/NHTSA Recommended/Optional Core Performance Measure Target Chart – FY2020 Annual Report**

|  |  |
| --- | --- |
|  | **Assessment of Results in Achieving Performance Targets for FY20 and FY19** |
|  | **FY 2020** | **FY 2019** |
| **Performance** **Measure** | **Target Period** | **Target Year(s)** | **Target Value FY20 HSP** | **Data Source\*/****FY 20 Progress Results** | **On Track to Meet FY20 Target Y/N \*\*****(in-progress)** | **Target Value FY19 HSP** | **Target Year(s)** | **Data Source/****FY19 Final Result** | **Met FY19 Target Y/N** |
| **C-1) Total Traffic Fatalities** | 5 year | 2016-2020 | XXXXX | 2015 – 2019FARSXXXXX |  | XXXXX | 2015-2019 | 2015 – 2019FARSXXXXX |  |
| **C-2) Serious Injuries in Traffic Crashes** | 5 year | 2016-2020 | XXXXX | 2015 – 2019STATEXXXXX |  | XXXXX | 2015-2019 | 2015 – 2019STATEXXXXX |  |
| **C-3) Fatalities/VMT** | 5 year | 2016-2020 | XXXXX | 2015 – 2019FARSXXXXX  |  | XXXXX | 2015-2019 | 2015 – 2019FARSXXXXX |  |
| For each of the Performance Measures C-4 through C-11, the State should indicate the Target Period which they used in the FY20 HSP. |
| **C-4) Unrestrained Passenger Vehicle Occupant Fatalities, All Seat Positions** | Annual | 2020 | XXXXX | 2019 FARSXXXXX |  | XXXXX | 2019 | 2019 FARSXXXXX |  |
| **C-5) Alcohol-Impaired Driving Fatalities** | Annual | 2020 | XXXXX | 2019 FARSXXXXX |  | XXXXX | 2019 | 2019 FARSXXXXX |  |
| **C-6) Speeding-Related Fatalities** | Annual | 2020 | XXXXX | 2019 FARSXXXXX |  | XXXXX | 2019 | 2019 FARSXXXXX |  |
| **C-7) Motorcyclist Fatalities (FARS)** | Annual | 2020 | XXXXX | 2019 FARSXXXXX |  | XXXXX | 2019 | 2019 FARSXXXXX |  |
| **C-8) Unhelmeted Motorcyclist Fatalities** | Annual | 2020 | XXXXX | 2019 FARSXXXXX |  | XXXXX | 2019 | 2019 FARSXXXXX |  |
| **C-9) Drivers Age 20 or Younger Involved in Fatal Crashes**  | 3 year | 2018-2020 | XXXXX | 2017-2019FARS |  | XXXXX | 2017-2019 | 2017-2019FARS |  |
| **C-10) Pedestrian Fatalities** | 5 year | 2016-2020 | XXXXX | 2015 – 2019FARSXXXXX  |  | XXXXX | 2015-2019 | 2015 – 2019FARSXXXXX |  |
| **C-11) Bicyclist Fatalities** | 5 year | 2016-2020 | XXXXX | 2015 – 2019FARSXXXXX  |  | XXXXX | 2015-2019 | 2015 – 2019FARSXXXXX |  |
| **B-1) Observed Seat Belt Use for Passenger Vehicles, Front Seat Outboard Occupants (State Survey)** | Annual | 2020 | XXXXX | State survey/XXXXX |  | XXXXX | 2019 | State survey/XXXXX |  |
| **(XXX) *If a State included any additional performance measures in the HSP, INSERT ROWS HERE*** | XXXXX | XXXXX | XXXXX | XXXXX |  | XXXXX | XXXXX | XXXXX |  |

\*States have the option of evaluating the target achievement with the most recent State or FARS data, not both, for all measures excluding C-1 – C-3. See Instructions for details.

\*\*For FY20, if the response is No (N) for any performance measures, the SHSO is required to separately provide within the Annual Report a description of how the SHSO will adjust its upcoming (FY22) HSP to better meet the performance target(s).