PRIME is an online application used by professional staff at the NJTPA, Subregions and Partner Agencies to:

- Share findings from planning studies
- Categorize and relate study findings
- Encourage agency collaboration
- Support the scoping and development of projects
PRIME Data Relationship

**SOURCE**
Completed Study, Analysis or Other Planning Product

**NEED**
- Specific Issue, Challenge or Opportunity

**RECOMMENDATION**
- Specific Solution Strategy or Approach
PRIME Record Components

1. Details
   - DETAILS: Title, summary, categorizations, status
   - CONTACTS: Staff responsible for record
   - ATTACHMENTS: Documents, data, maps
   - CONNECTIONS: Related records

Every Record has Geographic Feature(s)
   - POINT: Specific location(s)
   - LINE: Route or corridor location(s)
   - POLYGON: Area or place location(s)
General Principles for Creating PRIME Records

- Clearly distinguish between need and recommendation findings
- Where possible, be specific about geographic locations
- Can use one record to represent same findings in multiple locations (e.g., add guiderail along different roadway segments).
- Use individual records where findings are unique or need to be considered independently (e.g., improve an intersection with specific turn lane movements / crosswalk locations)
- Use of points, lines and polygons is flexible – select map feature(s) that best illustrate study finding
- Use Summary fields to provide brief description and unique details about record content / context
- Can use multiple Need/Recommendation Types and Tags for categorizing records, but select those most directly applicable
- “Need and Recommendation Type” are broad – Tags make records more specific and searchable.
- Add attachments to provide access to study document, appendices and other related materials.
- Use optional PRIME Connect feature to link strongly related need and/or recommendation records.
1. Use NJTPA spreadsheet to create individual Need and Recommendation records comprising entire study.

2. Review all records for completeness and accuracy.
   - Finalize categorizations and contact individuals
   - Identify record attachments
   - Identify related records

3. Identify geographic feature(s) to represent each record.
2. Entering Records to PRIME

4. Narrative Component:
Use finalized spreadsheet as source to enter records individually into PRIME Entry Screens
- Text fields with copy-paste capability
- Drop-down categorization selections

5. Map Component:
Enter map features individually into PRIME Map Entry Screens
- Convert GIS features to JSON format and import
- Select / draw features using PRIME Map entry screen.
3. How Records Appear in PRIME

6. Completed PRIME Records:
Searchable by record type, category, map location and other methods

- Detail Screen with Contact Information
- Map features visualized but can be cluttered — best to use table for specifics
- Commands to view attachments and related records
- Can be edited and updated at any time by owning agency
PRIME Documentation & Resources

DOCUMENTATION
• Quick Start Guide
• Glossary
• FAQ
• User Guide (System Manual)

VIDEOS
• PRIME Introduction
• How-To Videos

WEB PAGE
www.njtpa.org/PRIME

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