



YOUR ROLE

as a Technical Advisory Committee (TAC) Member



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Each TPF study forms a TAC that includes agency representatives and subject matter experts from all partners.

The opportunity to work with a TAC is an advantage of participating in the TPF Program, as TAC participation enables knowledge and technology transfer across different agencies. TAC members can learn from each other's experiences and form connections that can both assist with specific research and offer benefits in other areas.

Each TPF study partner may appoint at least one voting technical expert to serve on the TAC for the study's duration. Partner organizations can appoint a new TAC member if the organization's previous appointee leaves their position. TAC members help refine the TPF study scope of work and research outcomes and may participate in all study-related meetings and briefings. At the conclusion of a TPF study, TAC members contribute to the final report and summary, seek opportunities to showcase the research, and identify strategies for implementing research results.



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TAC MEMBER RESPONSIBILITIES:

- Help steer the TPF study and its research and innovation.
- Participate in all study-related meetings and briefings.
- Serve as a point of contact for new study documents posted on the TPF Program website.⁽¹⁾
- Provide input, as requested, to the lead agency when selecting investigators and contractors.
- Provide input, as requested, to the lead agency on the TPF study's scope of work and work statement.
- Help review the final report and summary, which is consistent with the work plan.
- Help identify a research implementation strategy at the conclusion of the study.

RESOURCES

The TPF Program's [interactive website](#) is a great resource.⁽¹⁾ Additionally, the website's [Frequently Used Resources](#) page houses all the relevant manuals and reference sheets.⁽²⁾ Further questions can be answered by the TPF program manager.

ABOUT THE TPF PROGRAM

The Federal Highway Administration's TPF Program enables public and private entities to pool their funds, expertise, and resources to conduct high-priority research that solves a wide variety of shared transportation problems.

LEARN MORE

For more information on the role of the TAC member, see the [TPF Procedures Manual](#) and the [TPF Web User Manual](#).^(3,4)

REFERENCES

1. National Cooperative Highway Research Program. 2023. "Transportation Pooled Fund Program Website" (website). <https://www.pooledfund.org/>, last accessed September 26, 2023.
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