

# TRANSPORTATION POOLED FUND PROGRAM

## QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Montana Department of Transportation

### INSTRUCTIONS:

Project managers and/or research project investigators should complete a quarterly progress report for each calendar quarter during which the projects are active. Please provide a project schedule status of the research activities tied to each task that is defined in the proposal; a percentage completion of each task; a concise discussion (2 or 3 sentences) of the current status, including accomplishments and problems encountered, if any. List all tasks, even if no work was done during this period.

<p><b>Transportation Pooled Fund Program Project #</b> (i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))  TPF-5(444) and TPF-5 (547)</p>	<p><b>Transportation Pooled Fund Program - Report Period:</b></p> <p><input type="checkbox"/> Quarter 1 (January 1 – March 31)  <input type="checkbox"/> Quarter 2 (April 1 – June 30)  <input type="checkbox"/> Quarter 3 (July 1 – September 30)  <input checked="" type="checkbox"/> Quarter 4 (October 1 – December 31)</p>	
<p><b>Project Title:</b></p> <ul style="list-style-type: none"> <li>Traffic Safety Culture – Phase 2</li> <li>Traffic Safety Culture Phase 3</li> </ul>		
<p><b>Name of Project Manager(s):</b> Emily Hawley</p>	<p><b>Phone Number:</b> 406-444-2598</p>	<p><b>E-Mail:</b> ehawley@mt.gov</p>
<p><b>Lead Agency Project ID:</b> 8882-444, 8882-547</p>	<p><b>Other Project ID (i.e., contract #):</b> 8882-444-17, 8882-444-18, 8882-444-19, 8882-444-20, 8882-444-21, 8882-444-22, 8882-444-23, 8882-444-24, 8882-444-25, 8882-444-26, 8882-457-27, 8882-547-28</p>	<p><b>Project Start Date:</b> TPF-5 (444)- Oct.1, 2019 TPF-5 (547) - Oct.1, 2024</p>
<p><b>Original Project End Date:</b> TPF-5 (444)- September 30, 2024 TPF-5 (547)- September 30, 2029</p>	<p><b>Current Project End Date:</b> TPF-5 (444)- September 30, 2024 TPF-5 (547)- September 30, 2029</p>	<p><b>Number of Extensions:</b> 2</p>

Project schedule status:

On schedule       On revised schedule       Ahead of schedule       Behind schedule

### Overall TPF-5(444) Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$1,206,246.50 (Total costs for all contracts)	\$1,135,027.54	94%

### Overall Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$56,801.09 and 5%	\$56,801.09	94%

Total MDT IDCs for this quarter = \$5,242.50

**TPF- 5(444)- Understanding Aggressive Driving Phase 2 Statistics:**

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$273,073.00	\$201,935.06	74%

**Understanding Aggressive Driving Phase 2 Quarterly Project Statistics:**

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$56,801.09 and 21%	\$56,801.09	74%

\*MDT IDCS for this quarter for this project: \$5,242.50

**Overall TPF-5(547) Project Statistics:**

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$199,376.00 (Total costs for all contracts)	\$89,392.21	35%

**Overall Project Statistics:**

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$13,001.30 and 7%	\$13,001.30	35%

Total MDT IDCs for this quarter = \$1,287.12

**TPF- 5(547)- Support Contract Project Statistics Year 2:**

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$163,261.00	\$82,891.86	51%

**Support Contract Quarterly Project Statistics:**

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$6,500.95 and 4%	\$6,500.95	51%

\*MDT IDCS for this quarter for Y2 = \$643.59

**TPF- 5(547)- TSC Outreach Materials Project Statistics:**

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$36,115.00	\$6,500.35	18%

**Support Contract Quarterly Project Statistics:**

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$6,500.35 and 18%	\$6,500.35	18%

\*MDT IDCS for this quarter = \$643.53

**Project Description:**

This program is a cooperative effort of participating state departments of transportation (DOTs) and other (traditional and non-traditional) organizations with a vested interest in traffic safety. This long-term partnership will support an evolving and integrated project portfolio developed and revised each year by the partners and will complement other related research activities. Together, these projects will accelerate the development and delivery of tools and services to

transform the national, state, and community-level traffic safety culture. The goal of this transformation is to support the Toward Zero Deaths (TZD) vision with sustainable traffic safety solutions.

In this context, the Montana Department of Transportation (MDT) is partnering with the Center for Health and Safety Culture (CHSC) at Montana State University to (1) conduct research to solve specific culture-based traffic safety problems, (2) create training and education materials to enhance workforce understanding and application of traffic safety culture methods, and (3) provide technology transfer of best practices in traffic safety culture methods to all stakeholders. Together, these efforts will support the transformation of traffic safety culture within the families, communities, and organizations of participating states.

The second phase (TPF-5 (444)) ended on September 30, 2024, however there is still one active project for phase 2. The third phase (TPF-5(547)) started on October 1, 2024.

### **Progress this quarter (includes meetings, work plan status, contract status, significant progress, etc.):**

#### Meetings

October 15, 2025

- Technical Advisory Committee (TAC) and CHSC met to discuss project summaries for Phase 3.

November 2025

- Agenda
  - TPF Financial Update
  - Recent Project Updates
  - May 5-6 in-person Meeting Updates
  - Research Problem Statement Updates
  - Promotion of Research
  - Updates from Partner and Other Organizations
  - Meetings and Action Items
- Major actions
  - MDT's program manager, Rebecca Ridenour, left MDT and Emily Hawley with MDT took over as the
  - August 2025 meeting notes were reviewed and approved.
  - CHSC provided updates on the Understanding Aggressive Driving and Outreach Materials projects.
  - The small committee shared an update on the speed research problem statement and opened the conversation for discussion about the problem statement.

October, November, and December

- Monthly Meetings with CHSC, MDT, and Chair

#### Board Activities

- Welcomed new TAC members from Georgia, West Virginia, Texas, and MDT.
- Voted on timing and location of 2026 in person meeting and selected Boise, ID on May 5<sup>th</sup> and 6<sup>th</sup>
- Small committee drafted a research problem statement for a project about speeding and discussed it with TAC at the quarterly meeting.
- Reviewed and provided comments on the outreach materials proposal.
- Reviewed and provided comments on the Task 2 Report for the Understanding Aggressive Driving Phase 2 project.

#### Program Fund Updates

As of December 31, 2025, states that have committed to funding this Phase 3 pooled fund are AK, CT, GA, IA, ID, IL, KS, KY, LA, MI, MN, MS, MT, NV, TX, VT, WI, and WV. The participating states in the TPF-5 (547) program have committed \$1,600,000.00 in funds over the five-year period. The commitments by organization can be found at <https://pooledfund.org/Details/Study/781>.

#### Contract Status

##### **Traffic Safety Culture – Phase 3 Management Support (8882-547-27)**

During this quarter, CHSC staff provided ongoing management and facilitation support for the pooled fund. The team coordinated and supported the November quarterly TAC meeting by sending Webex invitations, collaborating with MDT and the chair on agenda development, recording the meeting, and taking detailed notes. Meeting notes and associated follow-up materials were distributed following the meeting. CHSC developed the July - September quarterly

report for MDT and the board's review, which has been posted to the TPF website. This quarter, five new TAC members joined the pooled fund, some of whom were replacing existing members and others who just joined. CHSC provided welcome emails with background information, quarterly meeting invites, and other relevant documentation to these new members in addition to MDT's onboarding.

In October, CHSC met with the TAC to review potential project summaries for the committee's consideration. The TAC determined they wanted to move forward with drafting problem statements for each project. The first project statement was finalized by a sub-committee of the TAC and shared with the larger group before the November quarterly meeting. The group discussed changes to problem statement #1 and confirmed that they wanted to move one to the next problem statement. Following the meeting, one of the TAC members mentioned an NCHRP project that may conflict with problem statement one. CHSC met with the PI for this NCHRP 17-114 project, *Integrated Strategies for Managing Excessive Speed to Improve Safety Performance* and discovered there will be overlap with problem statement #1. This was communicated to the Chair and MDT. They will bring this information to the TAC in the February meeting with recommendations to focus on problem statement #2 and possible revise problem statement #1.

The dates for the May in-person meeting were finalized for May 5<sup>th</sup> and 6<sup>th</sup> in Boise, ID. Travel dates for the TAC members will be May 4<sup>th</sup> and 7<sup>th</sup>. CHSC worked with the Chair and MDT to begin travel and logistics planning. The meeting will be held at the host state's department, Idaho Transportation Department, campus. The chair will connect CHSC with planners within the department to assist with onsite logistics. CHSC contacted the travel agency to set up flight booking details and the Springhill Suites across from the ITD campus to arrange a room block. The CHSC team also created a poll for the TAC members to collect tentative attendance estimates. These estimates were used to prepare a travel budget which will be submitted as an amendment to the support contract in January.

#### ***Understanding Aggressive Driving and Ways to Reduce It – Phase 2 (8882-444-26)***

During this quarter, CHSC completed Task 2 and submitted the report for review on October 10. TAC comments and revisions were received on November 17<sup>th</sup>. CHSC provided line-item responses to comments and finalized the Task 2 Report. For Task 3, the team completed message testing and began data analysis. For Task 4, CHSC began drafting final resources for the bystander engagement.

#### **Traffic Safety Culture Outreach Materials (8882-547-28)**

MDT issued a contract to start the Traffic Safety Culture Outreach materials to CHSC. The contract start date was October 31, 2025, and the end date is May 30, 2026. This contract includes the development of additional outreach materials including 1–2-page project summary, speaking points, and communication plan for the Improving Pedestrian Safety project. In addition to these deliverables, CHSC will create templates that can be used in future research projects to produce these additional deliverables. The purpose of these additional materials is to help board members confidently share and promote the research and tools developed as part of the TSC TPF. CHSC will be submitting drafts of the project summary and speaking points to Phase 2 TAC members for testing and feedback.

During this quarter, the CHSC team began drafting the summary document and speaking points as well as drafting the templates. The team also researched communication plans and distribution channels being utilized by various departments of transportation. This research will inform the development of the communication plan.

#### **Anticipated work next quarter:**

##### Meetings

###### *Program Support Contract (8882-547-27)*

- February 18<sup>th</sup> quarterly meeting
- Monthly meetings with MDT, CHSC, and the Chair
- In-person agenda plan meetings with TAC sub-committee in March

##### Contract Status

###### *Program Support Contract (8882-547-27)*

- Host the February quarterly meeting, create the agenda, and take meeting notes.
- Conduct monthly meetings and check-ins with MDT and Chair.
- Submit budget amendment request to MDT to cover travel to and from Boise, ID for the in-person meeting.
- Draft travel procedures, confirm meeting space with ITD, arrange food and beverage, complete contract for room block for the May 2026 in-person meeting in Boise, ID.
- Support Chair, MDT, and TAC subcommittee with in-person meeting agenda planning.
- Prepare project proposals for finalized problem statements.

*Understanding Aggressive Driving and Ways to Reduce It – Phase 2 (8882-444-26)*

- The CHSC team will submit the Task 3 Report on February 16 to MDT and the TAC for review. They will continue working on developing resources for Task 4. The team will be submitting a no cost extension request due to delays in the review of Task 1 and Task 2 reports as well as the need to change the survey vendors for Task 3.

*Traffic Safety Culture Outreach Materials (8882-457-28)*

- The CHSC team will complete the drafts of the summary document and speaking points for the Improving Pedestrian Safety project and send them to Phase 2 TAC members with a request to review and test them. The team will finalize the summary document and speaking points based on the pilot testing feedback and submit to the entire TAC for review. In addition to these resources, CHSC will submit a draft of the communication plan. While the TAC reviews the additional materials, CHSC will begin drafting the final report.

**Board Activities**

- Attend the quarterly meeting in February.
- Brainstorm themes for the in-person meeting.
- Draft and finalize problem statement #2.
- Begin booking travel for May in-person meeting including confirming tentative attendance in person or virtually.
- Review Task 3 report for the Understanding Aggressive Driving project and provide comments.
- Pilot test outreach materials for Improving Pedestrian Safety project.
- Review and provide comments on outreach materials.
- Volunteer to participate in-person meeting agenda planning in March and April.

**Significant Results:**

None

**Circumstances affecting project or budget. (Please describe any challenges encountered or anticipated that might affect the completion of the project within the time, scope and fiscal constraints set forth in the agreement, along with recommended solutions to those problems).**

**Potential Implementation:** **None** currently.