

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.

Transportation Pooled Fund Program Project # <i>(i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))</i> TPF-5(309)		Transportation Pooled Fund Program - Report Period: <input checked="" 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 type="checkbox"/> Quarter 4 (October 1 – December 31)	
Project Title: Partnership for the Transformation of Traffic Safety Culture			
Name of Project Manager(s): Sue Sillick	Phone Number: 406-444-7693	E-Mail: ssillick@mt.gov	
Lead Agency Project ID: 8882-309	Other Project ID (i.e., contract #): 8882-309-01, 8882-309-02, 8882-309-03, 8882-309-04, 8882-309-05, 8882-309-07, 8882-309-08	Project Start Date: Oct, 1 st , 2014	
Original Project End Date: September 30 th , 2019	Current Project End Date: September 30 th , 2019	Number of Extensions: 0	

Project schedule status:

On schedule
 On revised schedule
 Ahead of schedule
 Behind schedule

Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$569,373.41	\$332,649.66	67.8%

Overall Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$12,617.58 and 2%	\$12,617.58	67%

Total MDT IDCs for this quarter= \$2,068.39

Support Contract Project Statistics Year 3:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$72,136.66 Y3	\$9,699.17 Y3	39% Y3

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
\$6,689.02 and 9% Y3	\$6,689.02 Y3	36% Y3

MDT IDCs for this quarter for Y3= \$1,042.36

Cannabis Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$142,241.00	\$141,915.77	100%

Cannabis Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$37.33 and .02%	\$37.33	100%

*MDT IDCs for this quarter= \$151.87

Citizenship Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$149,830.00	\$149,830.00	100%

Citizenship Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$0 and 0%	\$0	100%

*MDT IDCs for this quarter= \$227.85

TraSaCu Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$20,812.50	\$7,664.17	N/A

TraSaCu Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$3,981.23 and 19%	\$3,891.23	N/A

*MDT IDCs for this quarter= \$426.87

TRB Travel Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$2,000 .00	\$2,000.00	100%

*MDT IDCs for this quarter= \$219.44

Law Enforcement Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$162,566.00	\$0.00	0%

Law Enforcement Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$0.00 and N/A %	\$0.00	0%

*MDT IDCs for this quarter= \$0.00

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, such as NCHRP 17-69: A Strategic Approach to Transforming Traffic Safety Culture to Reduce Deaths and Injuries. 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) within the Western Transportation Institute (WTI) 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.

Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):Meetings

February 15th – Quarterly Meeting

- Agenda
 - TPF and fiscal update
 - TRB annual meeting: Safety culture related events
 - Related efforts
 - Project updates
 - Recruiting new partners
 - Upcoming meetings and next steps
- Major actions:
 - MDT provided an update on current research projects.
 - The Cannabis final report, the project summary report, and the webinar recording are all completed and posted on the MDT website.
 - The Citizenship final report, the project summary report, and the webinar recording are all completed and posted on the MDT website.
 - The Law Enforcement Safety Culture Project has been approved by the board but it hasn't been contracted. MDT was waiting on confirmation from participating states. Idaho, Texas, Louisiana, and Indiana have all expressed interest.
 - MDT requested a meeting with Nic Ward (CHSC) to discuss possible NCREP ideas.
 - Confirmed the next quarterly meeting.

Board Activities

- Welcomed a new board member from Washington DOT.
- Reviewed and approved November’s meeting notes.
- Reviewed and approved recruitment materials.
- Reviewed and approved the law enforcement project.

Program Fund Updates

As of March 31st, there are 12 participating states in the Transportation Pooled Fund (TPF) Program. They are CA, CT, IA, ID, IL, IN, LA, MT, NH, TX, UT, and WA. The 12 states participating in the program have committed \$1,145,000.00 in funds over the five-year period. The commitments by organization can be found at <http://www.pooledfund.org/Details/Study/558>.

Contract Status

Program Support Contract 8882-309-07

The Center for Health and Safety Culture (CHSC) was chosen by the board as the support agency and will provide overall, ongoing, pooled fund support to program management, the program participants, and the TSC TPF Board. Contract 8882-309-07 is for support services from October 1st, 2016 until October 31st, 2017. The progress schedules for FY 2017 in below. The following is a list of tasks the Center will perform for the program:

- Task 1: Meeting Support
- Task 2: Report Writing Support
- Task 3: Support the Dissemination of Materials through the Website
- Task 4: Support Outreach and Awareness
- Task 5: Support Work Plan and Project Development
- Task 6: Support the Planning and Execution of the Annual In-person Meeting

As part of this work, the Center staff provided support to the program manager at MDT and the board members during the February quarterly meeting. CHSC sent out the WebEx invites, assisted with agenda development, recorded the meeting, and took meeting notes. Meeting notes for the quarterly meeting were sent to MDT for distribution. CHSC provided revisions to the Law Enforcement project proposal to accommodate sampling in either 3 states and 4 states. Both revised proposals were shared with MDT. The center continued sharing research results for the Cannabis and Citizenship projects through webinars and other communication channels in an effort to promote the pooled fund’s work. Finally, CHSC developed the quarterly report for January through March for MDT and the board’s review.

Progress Schedule Status

Activity	Percent Complete	Year 3 - Month												
		Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Task 1: Meeting Support	46%	X	X	X	X	X	X							
Task 2: Report Writing Support	50%			X			X							
Task 3: Support Website	46%	X	X	X	X	X	X							
Task 4: Support Outreach and Awareness	46%	X	X	X	X	X	X							
Task 5: Support Work Plan and Project Dev.	46%	X	X	X	X	X	X							
Task 6: Face to Face Meeting	0%													

An Assessment of Traffic Safety Culture Related to Driving after Cannabis Use Contract #8832-309-02

All tasks have been completed.

An Assessment of Traffic Safety Culture: Exploring Traffic Safety Citizenship Contract #8832-309-03

All tasks have been completed.

International Travel contract to Support Collaboration with the European Traffic Safety Culture Project (TraSaCu) Contract #8832-309-04

This is an MPART Small Project with MDT and CHSC. MDT requires a 1:1 match for these funds. The purpose of this project is to partially fund travel costs for Nic Ward, Director of CHSC, to attend TraSaCu meetings. This project end date is June 30th, 2018.

Nic Ward is attending the annual conference in Vienna, Austria in April. He will update the board about his travels during the May quarterly meeting.

Travel contract to 2017 TRB Annual Meeting in DC #8832-309-06

The purpose of this project is to partially fund travel costs for Nic Ward, Director of CHSC, to attend the 2017 TRB meeting in Washington D.C. in January. Allowable expenses include: meeting registration, airfare, local transportation, hotel, and meals up to \$2000. Nic attended this meeting and provided an update during the February quarterly call.

Understanding Law Enforcement Attitudes and Beliefs about Traffic Safety #8832-309-08

The Center for Health and Safety Culture at the Western Transportation Institute was chosen by the board to conduct research to understand law enforcement attitudes and beliefs about traffic safety. This study will use a comparative case study design that will examine the differences among three states (rural and urban). The contract authorizes CHSC to conduct research from March 31st, 2017 until March 31st, 2019. This is a cost reimbursement contract with a budget of \$162,566.00. The following is a list of tasks the Center will perform under this contract:

- Task 0: Project Management
- Task 1: Literature Review and Formative Interviews
- Task 2: Survey Design and Interview Questions
- Task 3: Survey Implementation and Analysis
- Task 4: Final Report and Webinar

The deliverables for this contract include quarterly reports, summary of literature review findings, a survey instrument, summary of analysis from the survey and the interviews, agency reports, final report, research project summary report, and webinar.

Idaho has agreed to be one of the rural states that will be surveyed and has requested that CHSC survey 18 law enforcement agencies in the state. The Idaho Transportation Department (ITD) contributed additional funds to increase its sample size. The other two states will have surveys conducted among officers in three different types of agencies. Each state's TPF board representative is responsible for recruiting law enforcement agencies to participate.

Progress Schedule Status

Activity	Percent Complete	Year 1 and 2 - Month																							
		Apr	Ma	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Ma	Jun	Jul	Aug	Sep	Nov	Dec	Jan	Feb	Mar	
Task 0: Project Management	0%																								
Task 1: Literature Review	0%																								
Task 2: Survey Instrument	0%																								
Task 3: Survey Implementation / Analysis	0%																								
Task 4: Final Report & Webinar	0%																								

Anticipated work next quarter:

Meetings

May 17th

- Set up WebEx and send information to Sue to distribute.
- MDT and CHSC will meet to finalize agenda for this call.
- CHSC will provide technical support and take meeting notes.

Contract Status

Program Support Contract 8882-309-07

- Assist in meeting preparation and note development.
- Provide WebEx invites to MDT for board distribution.
- Provide technical assistance and note taking during all meetings.
- Promote the final report and research findings of the Cannabis and Citizenship projects.

Understanding Law Enforcement Attitudes and Beliefs about Traffic Safety #8832-309-08

- Begin literature review and formative interviews.

Board Activities

- Discuss holding an in-person meeting during the February quarterly meeting.

Significant Results:

- The law enforcement project officially opened on March 31st.

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).

- None

Potential Implementation: None at this time.