

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>Transportation Pooled Fund Program Project # (i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))</p> <p>TPF-5(309) and TPF-5(444)</p>	<p>Transportation Pooled Fund Program - Report Period:</p> <p><input type="checkbox"/> Quarter 1 (January 1 – March 31)</p> <p><input checked="" type="checkbox"/> Quarter 2 (April 1 – June 30)</p> <p><input type="checkbox"/> Quarter 3 (July 1 – September 30)</p> <p><input type="checkbox"/> Quarter 4 (October 1 – December 31)</p>	
<p>Project Title:</p> <ul style="list-style-type: none"> • Partnership for the Transformation of Traffic Safety Culture • Traffic Safety Culture – Phase 2 		
<p>Name of Project Manager(s): Sue Sillick</p>	<p>Phone Number: 406-444-7693</p>	<p>E-Mail ssillick@mt.gov</p>
<p>Lead Agency Project ID: 8882-309, 8882-444</p>	<p>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, 8882-309-09, 8882-309-10, 8882-309-11, 8882-309-12, 8882-309-13, 8882-309-14, 8882-309-15, 8882-309-16, 8882-444-17</p>	<p>Project Start Date: TPF-5 (309)- Oct. 1, 2014 TPF-5 (444)- Oct. 1, 2019</p>
<p>Original Project End Date: TPF-5 (309)- September 30, 2019 TPF-5 (444)- September 30, 2024</p>	<p>Current Project End Date: TPF-5 (309)- September 30, 2022 TPF-5 (444)- September 30, 2024</p>	<p>Number of Extensions: 4 0</p>

Project schedule status:

On schedule On revised schedule Ahead of schedule Behind schedule

Overall TPF-5(309) Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$1,066,982.53 (Total costs for all contracts)	\$899,888.25	84%

Overall Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$93,779.72 and 9%	\$93,779.72	84%

Total MDT IDCs for this quarter = \$9,886.61

TPF-5 (309)- Evaluation of Traffic Safety Culture Strategies Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$52,926.00	\$52,244.94	79%

Evaluation of Traffic Safety Culture Strategies Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$23,768.59 and 44%	\$23,768.59	98%

*MDT IDCs for this quarter = \$2,046.08

TPF-5 (309)- Guidance of Messaging to Avoid Reactance and Address Moral...Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$137,844.00	\$99,152.06	70%

Guidance of Messaging to Avoid Reactance and Address Moral Disengagement Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$49,191.14 and 35%	\$49,191.14	77%

*MDT IDCs for this quarter = \$5,477.42

TPF-5 (309)- Guidance to Promote Workplace Policies and Family Rules to Reduce...Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$151,968.00	\$29,291.98	28%

Guidance to Promote Workplace Policies and Family Rules to Reduce... Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$20,819.99 and 14%	\$20,819.99	25%

*MDT IDCs for this quarter = \$2,363.11

Overall TPF-5(444) Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$31,155.00 (Total costs for all contracts)	\$15,973.50	69%

Overall Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$13,537.95 and 43%	\$13,537.95	51%

Total MDT IDCs for this quarter = \$1,320.09

TPF- 5(444)- Support Contract Project Statistics Year 1:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
\$30,155.00 Y1	\$15,973.50Y1	69% Y1

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
\$13,537.95 and 43%Y1	\$13,537.95Y1	51% Y1

*MDT IDCs for this quarter for Y1 = \$1,320.09

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.

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

Meetings

June 9th and 11th Virtual Meeting

- Agenda
 - Pooled Fund Overview and Business
 - Traffic Safety Culture and Pooled Fund Phase 1 Highlights and Successes
 - Trends and Opportunities
 - Potential Project Ideas
 - Prioritization Process Overview
 - Next Steps, Action Items, and Closing
- Major actions
 - On day one, CHSC gave a presentation on the highlights and successes of the Phase 1 Pooled Fund and provided an overview of traffic safety culture.
 - Board members shared updates on any traffic safety related efforts they were involved with in their state or community.
 - CHSC provided updates on current projects.
 - AAA presented on their Annual Traffic Safety Culture Survey.
 - CHSC led a discussion about traffic safety culture trends and opportunities and then facilitated small group discussions among all attendees about what they had learned and what big ideas they had for the next round of projects.
 - On day two, CHSC led a discussion of potential project ideas for Phase 2 of the Pooled Fund. Some topics for potential research and tools were presented, and then the discussion opened to the board members to include other ideas.
 - MDT would follow-up with the participants about next steps and an

Board Activities

- Reviewed and approved February's meeting notes.
- Continued process of requesting funds for FFY2020-2024 TPF solicitation.
- Attended a virtual two-day meeting.
- Completed the meeting evaluation.
- Began discussions about new projects.

Program Fund Updates

TPF-5(309) As of June 30th, 2020, there are 14 participating states in the Transportation Pooled Fund (TPF) Program. They are CA, CT, IA, ID, IL, IN, LA, MT, NH, NV, TX, UT, VT, and WA. The 14 states participating in the program have committed \$1,225,000.00 in funds over the five-year period. The commitments by organization can be found at <http://pooledfund.org/Details/Study/558>.

TPF-5(444) As of June 30th, 2020, there are 16 participating states in the Transportation Pooled Fund (TPF) Program. They are CT, GA, IA, ID, KS, KY, LA, MI, MN, MS, MT, NV, TX, UT, VT, and WA. The 16 states participating in the program have committed \$1,390,000.00 in funds over the five-year period. The commitments by organization can be found at <https://www.pooledfund.org/Details/Study/668>.

Contract Status

TPF-5 (309)- Guidance for Evaluating Traffic Safety Culture Strategies #8882-309-14

The Center for Health and Safety Culture was chosen by the board to conduct a systemic review of available evaluations of traffic safety culture initiatives as well as evaluations of culture change initiatives in an effort to develop guidance for practitioners to increase program effectiveness and decision making. The contract authorizes CHSC to conduct research from January 28, 2019 thru September 30, 2020. This is a cost reimbursement contract with a budget of \$52,926.00. CHSC requested a two-month extension to the final deliverables due date. The following is a list of tasks the Center will perform under this contract:

- Task 0: Project Management
- Task 1: Literature Review
- Task 2: Journal Article
- Task 3: Final Report, Summary Guidance for Practitioners, Webinar, and Posters

The deliverables for this contract include quarterly reports, literature review, journal article, final report including summary guidance on best practices for practitioners, webinar, poster with talking points, and a project summary report.

CHSC submitted the journal article to Culture and Organization. They also continued to work on the final report and summary guidance on best practices for practitioners. The board can expect the final report on August 31st, 2020.

Progress Schedule

Activity	Percent Complete	2019-2020 - Month																			
		Feb	Mar	Apr	Ma	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Ma	Jun	Jul	Aug	Sep
Task 0: Project Management	80%	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			
Task 1: Literature Review	100%	X	X	X	X																
Task 2: Journal Article	95%				X	X	X	X	X	X	X										
Task 3: Final Report, Summary Guidance	40%								X	X	X	X	X	X	X	X	X				

TPF-5 (309)- Guidance on Messaging to Avoid Psychological Reactance and Moral Disengagement #8882-309-15

The Center for Health and Safety Culture was chosen by the board to implement and evaluate a culture-based intervention to address distracted driving in the workplace consistent with Washington State laws. The main goal will be to transform traffic safety culture within workplaces around the Target Zero priority of distracted driving, resulting in a workplace transformation that will embrace the values and mission of the Target Zero goal. The contract authorizes CHSC to conduct research from January 28, 2019 thru September 30, 2020. This is a cost reimbursement contract with a budget of \$137,844.00. Due to COVID-19 disruptions to driving, CHSC requested an additional extension to deliverables. The following is a list of tasks the Center will perform under this contract:

- Task 0: Project Management
- Task 1: Literature Review and Scale Selection
- Task 2: Develop and Implement Surveys
- Task 3: Develop Message Guidance

- Task 4: Create Resources and Complete Final Report

The deliverables for this contract include quarterly reports, literature review, scale selection, survey, message recommendations, information sheets, messaging guidance brief, PowerPoint slides, webinar, posters, and the final report.

During this quarter, CHSC developed and tested a first round of messages for seat belt use. The survey took longer to complete than usual. They are working on refining messages to test regarding seat belt use and working on messages for aggressive driving. CHSC is concerned about the changed driving habits of people during the pandemic and how this is impacting response times and response content.

Progress Schedule

Activity	Percent Complete	2019-2020 - Month																							
		Feb	Mar	Apr	Ma	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Ma	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
Task 0: Project Management	70%	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X								
Task 1: Literature Review	100%	X	X	X	X	X																			
Task 2: Surveys	100%					X	X	X	X	X															
Task 3: Message Guidance	60%									X	X	X	X	X	X	X	X	X							
Task 4: Final Reports and Products	15%													X	X	X	X	X							

TPF-5 (309)- Guidance to Promote Workplace Policies and Family Rules to Reduce Cell Phone Use While Driving and Promote Engaged Driving #8882-309-16

The Center for Health and Safety Culture was chosen by the board to identify strategies for families and workplaces that foster engaged driving. The contract authorizes CHSC to conduct research from June 20, 2019 thru June 30, 2021. Due to COVID-19 disruptions to driving, CHSC requested an additional extension to deliverables. This is a cost reimbursement contract with a budget of \$151,968.00. The following is a list of tasks the Center will perform under this contract:

- Task 0: Project Management
- Task 1: Literature Review and Scale Selection
- Task 2: Develop and Implement Surveys
- Task 3: Develop Guidance for Families and Workplaces
- Task 4: Create Resources and Complete Final Report

The deliverables for this contract include quarterly reports, literature review, survey, report summarizing assessment, report summarizing guidance and message recommendations, information sheets, guidance brief, PowerPoint slides, webinar, posters, and the final report.

During this quarter, CHSC continued development of the surveys. They are concerned about implementation in the current context because many people are not driving for work, and youth are driving much less with school and other activities shut down. This makes gathering accurate information about behaviors a challenge as current behaviors are rather atypical.

Progress Schedule

Activity	Percent Complete	2019-2021 - Month																							
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Ma	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Task 0: Project Management	20%	X	X	X	X	X	X	X	X	X	X	X	X												
Task 1: Literature Review	100%	X	X	X	X	X	X																		
Task 2: Surveys	20%					X	X	X	X	X	X	X	X												
Task 3: Guidance	0%											X	X												
Task 4: Final Reports and Products	0%																								

TPF-5 (444)- Program Support Contract 8882-444-17

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 8882-309-17 is for support services from January 1, 2020 until October 31, 2020. This is a cost reimbursement contract with a total budget \$30,155.00. The progress schedule for FY 2020 is below. The following is a list of tasks the Center will perform for the program in FY20

- Task 1: Meeting Support
- Task 2: Report Writing Support
- Task 3: Support Outreach and Awareness
- Task 4: Support Work Plan and Project Development
- Task 5: Face-to-Face Meeting

As part of this work, CHSC staff provided support and helped to facilitate the virtual two-day meeting in June. CHSC sent out the WebEx invites, worked with MDT on agenda development, recorded the meeting, and took meeting notes. Meeting notes for the two-day meeting were sent to MDT for distribution. CHSC developed the quarterly report for April through June for MDT and the board's review. MDT removed travel costs from this contract.

Progress Schedule Status

Activity	Percent Complete	Year 5 - Month									
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Task 1: Meeting Support	60%	X	X	X	X	X	X				
Task 2: Report Writing Support	66%			X			X				
Task 3: Support Outreach and Awareness	60%	X	X	X	X	X	X				
Task 4: Support Work Plan and Project Dev.	60%	X	X	X	X	X	X				
Task 5: Face to Face Meeting	100%		X	X	X	X	X				

Anticipated work next quarter:

Meetings

Program Support Contract #8882-444-17

Quarterly meeting on August 19th

- Set-up web-ex meeting information.
- Provide meeting logistics and notes.

Contract Status

Guidance on Evaluating Traffic Safety Culture Strategies #8882-309-14

- Continue to work on draft final report and submit to Board by August 31, 2020.

Guidance on Messaging to Avoid Reactance and Address Moral Disengagement #8882-309-15

- Continue to develop and test potential messages.
- Begin to draft guidance and final report.

Guidance to Promote Workplace Policies and Family Rules to Reduce Cell Phone Use While Driving and Promote Engaged Driving #8882-309-16

- Develop and pilot test surveys.

Board Activities

- Meet to discuss potential projects.
- Review and comment on Task 4 Report for Guidance on Evaluating Traffic Safety Culture Strategies project.

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).

- COVID-19

Potential Implementation: None at this time.