

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) and TPF-5(444) | Transportation Pooled Fund Program - Report Period: <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) | |
| Project Title: <ul style="list-style-type: none"> • Partnership for the Transformation of Traffic Safety Culture • Traffic Safety Culture – Phase 2 | | |
| Name of Project Manager(s): Sue Sillick | Phone Number: 406-444-7693 | E-Mail ssillick@mt.gov |
| Lead Agency Project ID: 8882-309, 8882-444 | 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, 8882-444-18 | Project Start Date: TPF-5 (309)- Oct. 1, 2014 TPF-5 (444)- Oct. 1, 2019 |
| Original Project End Date: TPF-5 (309)- September 30, 2019 TPF-5 (444)- September 30, 2024 | Current Project End Date: TPF-5 (309)- September 30, 2022 TPF-5 (444)- September 30, 2024 | Number of Extensions: 4 0 |

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) | \$970,282.37 | 91% |

Overall Project Statistics:

| Total Project Expenses and Percentage This Quarter | Total Amount of Funds Expended This Quarter | Total Percentage of Time Used to Date |
|--|---|---------------------------------------|
| \$47,994.82 and 5% | \$47,994.82 | 91% |

Total MDT IDCs for this quarter = \$5,263.64

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 | \$52,926.00 | 99% |

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 |
|---|--|--|
| \$0.00 and 0% | \$0.00 | 100% |

*MDT IDCs for this quarter = \$0.00

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 | \$121,690.66 | 87% |

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 |
|---|--|--|
| \$18,893.02 and 14% | \$18,893.02 | 90% |

*MDT IDCs for this quarter = \$2,065.35

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 | \$66,721.88 | 55% |

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 |
|---|--|--|
| \$29,101.80 and 19% | \$29,101.80 | 45% |

*MDT IDCs for this quarter = \$3,198.29

Overall TPF-5(444) Project Statistics:

| Total Project Budget | Total Cost to Date for Project | Percentage of Work Completed to Date |
|--|--------------------------------|--------------------------------------|
| \$52,581.00 (Total costs for all contracts) | \$31,430.59 | 60% |

Overall Project Statistics:

| Total Project Expenses and Percentage This Quarter | Total Amount of Funds Expended This Quarter | Total Percentage of Time Used to Date |
|--|---|---------------------------------------|
| \$5,892.53 and 11% | \$5,892.53 | 53% |

Total MDT IDCs for this quarter = \$548.19

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 | \$30,155.00 Y1 | 100% 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 |
|--|---|---------------------------------------|
| \$4,616.94 and 15%Y1 | \$4,616.94 | 100% Y1 |

*MDT IDCs for this quarter for Y1 = \$508.00

TPF- 5(444)- Support Contract Project Statistics Year 2:

| Total Project Budget | Total Cost to Date for Project | Percentage of Work Completed to Date |
|----------------------|--------------------------------|--------------------------------------|
| \$22,426.00 Y2 | \$1,275.59 Y2 | 19% Y2 |

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 |
|--|---|---------------------------------------|
| \$1,275.59 and 6%Y2 | \$1,275.59 | 6% Y2 |

*MDT IDCs for this quarter for Y2 = \$40.19

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

November 18th

- Agenda
 - Financial Update
 - New Projects Discussion
 - TSC- TPF BTSCR/NCHRP TSC Research Roadmap
 - Active Project Updates
 - Related Efforts – Relevant Information and Events
 - Meetings
 - Additional Issues
 - Action Items
- Major actions
 - CHSC, MDT, and board engaged in a discussion of 5 new project proposals.
 - 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.
 - MDT and CHSC reviewed project ideas that were prioritized at the August 10th meeting.

Board Activities

- Reviewed and approved the August meeting notes.
- Continued process of requesting funds for FFY2020-2024 TPF solicitation.
- Worked with MDT to select new projects following discussions on the quarterly meeting.
- Selected to move the following two projects to the proposal stage - Synthesis of Research on Methods to Change Beliefs and Resources and Tools to Reduce Multi-Risk Driving Behaviors.
- Reviewed and provided comments on the final report for the Guidance for Evaluating Traffic Safety Culture strategies project.

Program Fund Updates

TPF-5(309) As of September 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 September 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 \$1,430,000.00 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 February 28, 2021. 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 received line comments on the final report and products on December 8th. CHSC made revisions and sent final products to MDT on December 17th, 2020. CHSC began working on the final webinar.

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 | |
| Task 0: Project Management | 100% | X | X | X | X | X | X | 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 | 99% | | | | X | X | X | X | X | X | X | X | | | | | | | | | | | | | |
| Task 3: Final Report, Summary Guidance | 99% | | | | | | | | X | X | X | X | X | X | X | 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 April 30, 2021. This is a cost reimbursement contract with a budget of \$137,844.00. Due to COVID-19 disruptions to driving, MDT had granted a no-cost extension to address the change in deliverables dates. 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 completed collecting results from testing messages, analyzed the results, and submitted the Task 3 Report on December 30th, 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 | Oct | Nov | Dec | Jan | Feb | Mar | Apr | |
| Task 0: Project Management | 85% | X | X | X | X | X | X | 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 | X | | | | | | | | | | | | | | | | | | | | | | | |
| Task 2: Surveys | 100% | | | | | X | X | X | X | X | | | | | | | | | | | | | | | | | | | |
| Task 3: Message Guidance | 98% | | | | | | | | | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | |
| Task 4: Final Reports and Products | 25% | | | | | | | | | | | | | X | X | X | X | X | X | 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 developed two surveys and pilot tested them with convenience samples. We conducted basic analyses and completed the Task 2 Report. It was submitted on December 30th, 2020.

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 | 75% | X | 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 | X | X | | | | | | | | | | | | | | | | | | |
| Task 2: Surveys | 98% | | | | | X | X | X | X | X | X | X | X | X | X | X | X | X | X | | | | | | |
| Task 3: Guidance | 0% | | | | | | | | | | | | | | | | | | | | | | | | |
| Task 4: Final Reports and Products | 0% | | | | | | | | | | | | | | | | | | | | | | | | |

TPF-5 (444)- Traffic Safety Culture – Phase 2 Management Support (8882-444-17 and 8882-444-18)

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. This quarter CHSC submitted a proposal for FY21 support work and MDT chose to modify this current contract to include FY21. FY21 Contract number is 8882-444-18. The new end date of this contract is October 31, 2021. This amendment included \$22,246.00 of additional funding. The progress schedule for FY 2021 is below. The following is a list of tasks the Center will perform for the program in FY21.

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

As part of this work, CHSC staff provided support and helped facilitate November’s quarterly meeting. CHSC sent out the WebEx invites, worked with MDT on agenda development, recorded the meeting, and took meeting notes. Meeting notes for the quarterly meeting were sent to MDT for distribution. CHSC developed the quarterly report for October through December for MDT and the board’s review. CHSC began development of two new project proposals.

Progress Schedule Status

| Activity | Percent Complete | Year 6 - Month | | | | | | | | | | | |
|--|------------------|----------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| | | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct |
| Task 1: Meeting Support | 17% | X | X | | | | | | | | | | |
| Task 2: Report Writing Support | 25% | | X | | | | | | | | | | |
| Task 3: Support Outreach and Awareness | 17% | X | X | | | | | | | | | | |
| Task 4: Support Work Plan and Project Dev. | 17% | X | X | | | | | | | | | | |

Anticipated work next quarter:

Meetings

Program Support Contract #8882-444-18

Quarterly meeting on February 17th

- Set-up Web-Ex meeting information.
- Provide meeting logistics and notes.
- Prepare proposals for requested projects.

Contract Status

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

- Prepare for final webinar.

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

- Respond to line-item comments and revise Task 3 Report.
- Finalize and submit 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

- Respond to line-item comments and revise Task 2 Report and draft surveys.
- Conduct survey with larger samples, analyze results, and submit Task 3 Report.

Board Activities

- Review and comment on Task 3 Report for Guidance on Messaging to Avoid Reactance and Address Moral Disengagement project and Task 2 Report for Guidance to Promote Workplace Policies and Family Rules to Reduce Cell Phone Use While Driving and Promote Engaged Driving project.
- Review and comment on new project proposals.

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 had significantly affected driving behaviors and delayed implementation of surveys.
- The National election had momentarily curtailed survey work (until the election) as there were so many polls taking place that participants were being inundated.

Potential Implementation: None at this time.