

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 checked="" type="checkbox"/> Quarter 3 (July 1 – September 30) <input 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	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)	\$922,287.55	86%

Overall Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$22,399.30 and 2%	\$22,399.30	86%

Total MDT IDCs for this quarter = \$13.70

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	95%

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
\$681.06 and 1%	\$681.06	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	\$102,797.64	75%

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
\$3,645.58 and 3%	\$3,645.58	77%

*MDT IDCs for this quarter = \$6.03

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	\$37,620.08	39%

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
\$8,328.10 and 5%	\$8,328.10	30%

*MDT IDCs for this quarter = \$3.43

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)	\$25,538.06	90%

Overall Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$9,744.56 and 32%	\$9,744.56	83%

Total MDT IDCs for this quarter = \$4.24

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	\$25,538.06 Y1	90% 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
\$9,744.56 and 32%Y1	\$9,744.56	83% Y1

*MDT IDCs for this quarter for Y1 = \$4.24

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

August 10th

- MDT led the board and CHSC in a discussion to prioritize project ideas for Phase 2 of the pooled fund (TPF 5 (444): 2020-2024 TSC TPF).
- Major actions
 - The Board narrowed project ideas to five topic areas that they would like to receive one-page proposals from CHSC. The topics included a synthesis of research on how to change beliefs, risky pedestrian behavior, aggressive driving behavior, occupant protection and combined behaviors, and specifically how to develop strategies that will impact multiple risky driving behaviors that frequently occur in unison.

August 18th

- Agenda
 - Financial Update
 - Related Efforts
 - Active Project Updates
 - TSC- TPF BTSCR/P/NCHRP TSC Research Roadmap
 - TPF 5 (444): 2020-2024 TSC TPF
 - Meetings
 - Additional Issues
 - Action Items
- Major actions
 - 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 virtual in-person meeting notes.
- Continued process of requesting funds for FFY2020-2024 TPF solicitation.
- Prioritized project ideas.
- Reviewed and provided comments on the Evaluation Project Final Report.

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 sent the draft final report and supporting documentation to MDT on August 31, 2020. The board was initially given until September 25, 2020 to provide feedback. As of September 30, MDT and CHSC were still waiting on feedback.

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	87%	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	95%								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 continued testing messages for seat belt use. They developed and implemented a stages of change question to assess different levels of readiness to change, which is guiding message development. They attempted to recruit participants to participate in interviews but were unable to successfully recruit people. The first pass of seat belt messages needs to be improved, and they are finding developing messaging for highly reactant people challenging. Progress has also been slower than anticipated because Qualtrics has required more time to recruit participants who qualify (i.e., rarely or never use a seat belt and who are reactant).

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	83%	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	75%									X	X	X	X	X	X	X	X	X	X	X	X				
Task 4: Final Reports and Products	15%													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 continued development of the surveys. They have been monitoring traffic data and are now comfortable doing surveys about driving behaviors. They will launch the surveys in this upcoming quarter.

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	62%	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	35%					X	X	X	X	X	X	X	X	X	X										
Task 3: Guidance	0%																								
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 facilitate two meetings (August 10th and 18th) this quarter. CHSC sent out the WebEx invites, worked with MDT on agenda development, recorded the meetings, and took meeting notes. Meeting notes for the quarterly meeting were sent to MDT for distribution. CHSC developed the quarterly report for July through September for MDT and the board's review. CHSC began development of one-page descriptions of project ideas that came from the prioritization process. One project description was completed in September and sent to MDT.

Progress Schedule Status

Activity	Percent Complete	Year 5 - Month									
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
Task 1: Meeting Support	90%	X	X	X	X	X	X	X	X	X	
Task 2: Report Writing Support	100%			X			X			X	
Task 3: Support Outreach and Awareness	90%	X	X	X	X	X	X	X	X	X	
Task 4: Support Work Plan and Project Dev.	90%	X	X	X	X	X	X	X	X	X	
Task 5: Face to Face Meeting	100%		X	X	X	X	X	X			

Anticipated work next quarter:

Meetings

Program Support Contract #8882-444-17

Quarterly meeting on November 18th

- Set-up Web-Ex meeting information.
- Provide meeting logistics and notes.
- Complete and send one-page project proposals to MDT by October 16.

Contract Status

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

- Review and respond to line item comments from board and revise final report.
- Prepare for final webinar.

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

- Review and comment on Task 4 Report for Guidance on Evaluating Traffic Safety Culture Strategies project.
- Review potential project descriptions and decide which to move forward.

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

Potential Implementation: None at this time.