Strengthening Mobility And Revolutionizing Transportation (SMART) Grant Program

EXHIBIT E (PROJECT EVALUATION PHASE): Annual Implementation Report Guidance for SMART Grant Recipients

Annual Implementation Reports

Project Overview (All Reports)

- *Describe the project and highlight the technologies being deployed (if multiple technologies are being deployed, this may be organized as "use cases")*
- *Summarize what constitutes end-of-project successes*

Evaluation Goals/Objectives, Evaluation Questions, Performance Measures (All Reports)

- *Describe project evaluation goals and/or objectives and associated evaluation questions (or hypotheses) and performance measures*
- *The inclusion of a table that demonstrates how these elements map to one another is strongly recommended (in addition to explanatory text).*

Elements Specific to Stage 1 Reporting

- Describe anticipated costs and benefits of the project, including:
  - data on the performance metrics for the proof-of-concept or prototype;
  - preliminary baseline data for an evaluation of at scale implementation;
  - a detailed description of the community that would be impacted by at scale implementation and the anticipated distribution of benefits; and
  - quantitative data to substantiate key assumptions.
- Demonstrate the feasibility of at scale implementation, including identified strategies or demonstrated progress in addressing the following implementation feasibility and readiness factors by the end of the Stage 2 Grant.
  - **Legal, Policy, and Regulatory Requirements** (e.g., environmental permits and reviews; public outreach; State and local approvals; equity and accessibility requirements)
  - **Procurement & Budget** (e.g., availability of suppliers and equipment; Buy America requirements; reliability of cost estimates; critical property acquisition)
  - **Partnerships** (e.g., MOUs for stakeholder coordination; private sector and user adoption and acceptance)
  - **Technology Availability** (e.g., systems engineering including ConOps and Detailed Design; maturity of technology; compatibility with existing infrastructure)
  - **Data Governance** (e.g., storage capability; database analytic capability; integration requirements; sharing agreements; cybersecurity and privacy protocols)
  - **Workforce Capacity** (e.g., availability of workforce from development and installation to operations and maintenance; availability of workforce training; agency capacity for deployment, operation, and evaluation)
  - **Sustainability** (e.g., agency/institutional capacity for continued operations following the grant funded period; revenue needs for continued operations)
  - **Other Relevant Factors**

Elements Specific to Stage 2 Reporting

- *Describe the evaluation method(s) and data sources used to measure the*

Annual Implementation Reports
outcomes/impacts of the project • *Describe whether the project is on track to meet its original expectations* • *Provide evaluation-related progress updates (e.g., is the grantee having any issues with data collection).* • Describe project challenges and lessons learned, including where resource gaps may exist.

Elements Specific to Final Implementation Report:
• Description of evaluation design, methods, data sources, and data collection period
  o Summary of any evaluation challenges and/or limitations
• Final assessment of the deployment and operational costs of the project, as compared to the benefits and savings;
• Final evaluation findings, including the extent to which the grantee met original expectations, as projected in the SMART grant application, related to their specific goals, such as (for example):
  o reducing traffic-related fatalities and injuries;
  o reducing traffic congestion or improving travel-time reliability;
  o effectiveness of providing the public with access to realtime integrated traffic, transit, and multimodal transportation information to make informed travel decisions;
  o reducing barriers or improving access to jobs, education, or various essential services;
• lessons learned and recommendations for future deployment strategies to optimize transportation efficiency and multimodal system performance.