

# Strengthening Mobility And Revolutionizing Transportation (SMART) Grant Program

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

<b>Annual Implementation Reports</b>
<b>Project Overview (All Reports)</b> <ul style="list-style-type: none"> <li>• Describe the project and highlight the technologies being deployed (if multiple technologies are being deployed, this may be organized as “use cases”)</li> <li>• Summarize what constitutes end-of-project successes</li> </ul>
<b>Evaluation Goals/Objectives, Evaluation Questions, Performance Measures (All Reports)</b> <ul style="list-style-type: none"> <li>• Describe project evaluation goals and/or objectives and associated evaluation questions (or hypotheses) and performance measures</li> <li>• The inclusion of a table that demonstrates how these elements map to one another is strongly recommended (in addition to explanatory text).</li> </ul>
<b>Elements Specific to Stage 1 Reporting</b> <ul style="list-style-type: none"> <li>• Describe anticipated costs and benefits of the project, including:             <ul style="list-style-type: none"> <li>o data on the performance metrics for the proof-of-concept or prototype;</li> <li>o preliminary baseline data for an evaluation of at scale implementation;</li> <li>o a detailed description of the community that would be impacted by at scale implementation and the anticipated distribution of benefits; and</li> <li>o quantitative data to substantiate key assumptions.</li> </ul> </li> <li>• 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.             <ul style="list-style-type: none"> <li>o <b>Legal, Policy, and Regulatory Requirements</b> (e.g., environmental permits and reviews; public outreach; State and local approvals; equity and accessibility requirements)</li> <li>o <b>Procurement &amp; Budget</b> (e.g., availability of suppliers and equipment; Buy America requirements; reliability of cost estimates; critical property acquisition)</li> <li>o <b>Partnerships</b> (e.g., MOUs for stakeholder coordination; private sector and user adoption and acceptance)</li> <li>o <b>Technology Availability</b> (e.g., systems engineering including ConOps and Detailed Design; maturity of technology; compatibility with existing infrastructure)</li> <li>o <b>Data Governance</b> (e.g., storage capability; database analytic capability; integration requirements; sharing agreements; cybersecurity and privacy protocols)</li> <li>o <b>Workforce Capacity</b> (e.g., availability of workforce from development and installation to operations and maintenance; availability of workforce training; agency capacity for deployment, operation, and evaluation)</li> <li>o <b>Sustainability</b> (e.g., agency/institutional capacity for continued operations following the grant funded period; revenue needs for continued operations)</li> <li>o <b>Other Relevant Factors</b></li> </ul> </li> </ul>
<b>Elements Specific to Stage 2 Reporting</b> <ul style="list-style-type: none"> <li>• Describe the evaluation method(s) and data sources used to measure the</li> </ul>

### **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.