General



Audio

To listen via **computer**: Select "Computer

Audio"

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Dial: +1 669 254 5252 or +1 669 216 1590 or +1 415 449 4000 or +1 646 828 7666 or +1 646 964 1167 or +1 551 285 1373

Webinar ID: 161 125 0403

Passcode: 253526

Closed captioning services are included in this

webinar.

All participants automatically join on mute and with cameras off.

This webinar is being recorded

Questions for Presenters

Please type your questions into the chat box at the bottom of your screen. We will review and answer questions after the presentation portion of the webinar.



SMART Program Updates

February 22, 2024



Today's Presenters



Stan Caldwell

SMART Grants Program Director

Madeline Zhu

Policy Advisor, SMART Grants program

Jesse Long

Librarian, Bureau of Transportation Statistics

Thy Nguyen

Grants Management Specialist (states AK-MA)

For reference:

Christopher Walston

Grants Management Specialist (states ME-WY)

Chat:

Maya Desai

VOLPE center



Agenda



- 1. 2024 Calendar Milestones
- 2. Milestone Progress Reports
- 3. Evaluation Plan
- 4. Data Management Plan
- 5. Tech Type Cluster Interaction
- 6. Implementation Report
- 7. Upcoming Events and Promotional Opportunities
- 8. Grants Management Site Visits
- 9. Project Profiles and Web Content
- 10. Questions

OMB Number: 4040-0010 Expiration Date: 12/31/2026

* Applicant Organization Name: Enter the individual's role on the project (e.g., project manager, fiscal contact). * Contact 1 Project Role: Prefix: * First Name: Middle Name: * Last Name: Suffix: Title: Organizational Affiliation:

Updated Contacts

We need your help to keep up to date with your contacts.

Has someone left your project team? New staff assigned? New consultants or partners joined? **Let us know.**

Resubmit the **key contacts** form with updated project contacts. In particular, we need a program contact and a grants management contact. **Please let us know when your staff changes!**

Grantee Deliverables: 2024

Deliverable	Due Date	Where to Submit
Milestone Progress Report #1 Federal Financial Report #1	10/30/23	Online form Delphi
Evaluation Plan	12/15/23	Email a Microsoft Word document to smartreports@dot.gov
Data Management Plan	12/15/23	Online portal: DMPtool.org
Milestone Progress Report #2 Federal Financial Report #2 Invoices	1/31/24	Online form Email to smartreports@dot.gov Delphi
Milestone Progress Report #3 Federal Financial Report #3 Invoices	4/30/24	Online form Email to smartreports@dot.gov Delphi
Milestone Progress Report #4 Federal Financial Report #4 Invoices	7/30/24	Online form Email to smartreports@dot.gov Delphi
Draft Implementation Report	7/1-9/30/24	Email to smartreports@dot.gov
Milestone Progress Report #5 Federal Financial Report #5 Invoices	10/30/24	Online form Email to smartreports@dot.gov Delphi
Milestone Progress Report #6 Federal Financial Report #6 Invoices	1/31/25	Online form Email to smartreports@dot.gov Delphi

Milestone Progress Reporting

Thank you for submitting your first 2 quarterly reports. The second ones are being reviewed and discussed by your SMEs now.

Each report is reviewed by SMEs, SMART staff, and discussed.

We have posted a word version of the Milestone Progress questions on the website so you can prep and save your responses. You must still submit through the online form.

USDOT SMART Progress Reporting Form

The Bipartisan Infrastructure Law (BIL) established the Strengthening Mobility and Revolutionizing Transportation (SMART) discretionary grant program in order for eligible public sector agencies to conduct demonstration projects focused on advanced smart community technologies and systems. Grant-funded projects should improve transportation efficiency and safety.

If you reached this page, you are a grant recipient responsible for reporting. Quarterly reporting periods end on 3/31, 6/30, 9/30, and 12/31, regardless of budget period start dates. Deadlines for quarterly and semi-annual reports are no later than 30 days after the end of the reporting period.

* Required

Awardee Information

1. Lead Applicant Name *

Enter your answer

Double-check your FAIN number – on grant agreement

Evaluation Plans

Evaluation plans are intended to help you prepare for the Implementation Report, and are expected to evolve as you learn more. If you decide to revise, you are welcome to resubmit more for more feedback, but not required to.

Plans have been reviewed by SMEs and are under discussion now. You will receive your EP, annotated with their feedback, back in the next few weeks. Reporting webinar

Passcode: n1!3#n4k

Data Management Plans



Thank you to everyone who submitted your Data Management Plan. DMPs were due to https://dmptool.org/ on 12/15/23.

All DMPs were evaluated by staff from the Bureau of Transportation Statistic's National Transportation Library. We are up to date on our reviews. Based on what we saw, we'll cover:

- 1. Picking the right template and Creating a DMP
- 2. Completing the DMP
 - 1. Tips and Things to Note when writing your DMP
- 3. Requesting feedback
- 4. Receiving feedback, making changes, and getting to approved status.





DMPTool: Create a New Plan Option 1

- 1. Click "Create plan" button
- You will be taken to "Create a new plan"



Dashboard Create Plan Public Plans Funder Requirements About 💄 🏶 Logout

United States Department of Transportation (DOT) (transportation.gov)

■ US DOT Public Access staff

My Dashboard

The table below lists the plans that you have created, and that have been shared with you by others. You can edit, share, download, make a copy, or remove these plans at any time.

Project Title	Template	•	Edited •	Role	Test	Visibility	Shared	
Automated Shared-Use Path Conflict Point Analysis	SMART Grants Stage 1 Data Management Plan (DMP)		01-05-2024	Owner		Organization	No	Actions



Create plan

DMPTool: Create a new plan



Create a new plan

Before you get started, we need some information about your research project to set you up with \sqsubseteq

- 1. Enter the name of your project
- 2. Primary Research Org: enter "United States Department of Transportation"
- 3. Primary Funding: enter "United States Department of Transportation"
- DMP Template: Select "SMART Grants Stage 1" from list
- 5. Click "Create plan" button

- * What research project are you planning?
- * Select the primary research organization

Research organization

United States Department of Transportation (DOT) (transportation.gov)

* Select the primary funding organization

Funder

United States Department of Transportation (DOT) (transportation.gov)

Which DMP template would you like to use?

SMART Grants Stage 1 Data Management Plan (DMP)

Create plan

Cancel

DMPTool: Create a New Plan Option 2: Direct Link



The link below will generate a plan for you in the correct template and take you straight to the "Project Details" tab:

http://tinyurl.com/mw68b3z2

If you have any issues, please reach out to me at jesse.long.ctr@dot.gov and I will help as needed.

DMPTool: Project Details Tab



- Fill in Project Details Tab as best as you can
- For Abstract, use your project proposal
- 3. For Funding Status, choose "Planned"
- Enter Funding info if you know it
- 5. Click "Save" button
- Once Saved, click on Collaborators Tab

Automated Shared-Use Path Conflict Point Analysis

Project Details	Collaborators	Write Plan	Research outputs	Request feedback	Finalize	Download	
Project title *							
Automated Shared	-Use Path Conflict Poi	nt Analysis					Select Guidance
☐ mock project for testing, practice, or educational purposes							To help you write your plan, DMPTool can show you guidance from a variety of organizations.
Project abstract							Select up to 6 organizations to see their guidance.
B I 1	2pt	<u> </u>	· · · · · · · · · · · · · · · · · · ·				DMPTool
NA/							Find guidance from additional organizations below
points on area s	hared use trails to	record the types	and suspected conflict of "conflict" interactions				See the full list
leashed dogs bl	ocking trails; walke	ers being taken b	cyclist encounters with y surprise by cyclists				Save
			n trail that lead to cyclist on the trail that lead to cyclist on the trail that the trail that the trail that the trail that and the trail that the trail t	Research doma	in		
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will help to reduce	ce trail conflicts.			Duning of Chang)
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Press Alt 0 or Opt	ion 0 for help using	g the rich text ed	litor with keyboard only.	01/01/2024			esumated date on which you will begin this project.
				Funder			
				United States D	epartment o	f Transportation	(DOT) (transportation.gov)
				☐ I cannot find m	ny funder in th	e list	
				Funding status			
				Planned			~
				Funding oppor	tunity numb	er	
				NOFO #20.941			
				Grant number/	url		
				https://www.trar	nsportation.gov	//grants/smart/fy/	23-smart-stage-1
				Save			

DMPTool: Collaborators Tab



To Add Project Collaborators (Top of Page): New contributor **Automated Shared-Use Path Conflict Point Analysis** Name Add new Collaborators as needed Finalize Download **Project Details** Write Plan Research outputs Request feedback Email 1 Need an ORCID? Go to https://orcid.org/ to register (not required **Project Contributors** Please list the project's Principal Investigator(s) and those responsible for data management. ORCID Affiliation not correct? Click the "I cannot find my affiliation..." bc 3. and enter your agency in the new field ORCID **♦** Affiliation Affiliation Apply Roles to Contributors 0000-0002-4962jesse.long.ctr@dot.gov Jesse Long United States Department of Transportation (DO) United States Department of Transportation (DOT) (transportation.gov) (transportation.gov) ☐ I cannot find my affiliation in the list Click "Save" button Once Saved, click on Write Plan Tab Select each role that applies to the contributor Leighton leighton.christiansen@dot.gov United States Department of Transportation (DOT 4268 Christianser (transportation.gov) Principal Investigator □ Project Administrato To Add DMP Collaborators (Bottom of Page): This allows you to Invite specific people to read, edit, or administer your plan. Invitees will receive an email notification that they have access to this plan. You **DMP Collaborators** Invite specific people to read, edit, or administer your plan. Invitees will receive an email notification that they have access to this plan will already see yourself listed, since you created the plan, with the permission of "Owner." Under your information, you can invite someone to work on the DMP with you by entering their email and assigning them the permissions you want, either Co-owner, Editor, or Read Only.

- **Editor**: has edit rights to the plan (can view the plan, answer questions, or comment)
- **Read Only:** has read rights to the plan (can view the plan or comment)

Co-owner: has admin rights to the plan (can invite other users, view the plan, answer questions, or comment)

After inputting an email and selecting permissions you will want to click on the "Submit" button to send the invite to your intended collaborator.

Email address	Permissions				
jesse.long.ctr@dot.gov	Owner				
leighton.christiansen@dot.gov	Co-owner v	Remove			
peyton.tvrdy.ctr@dot.gov	Co-owner v	Remove			

Invite collaborators

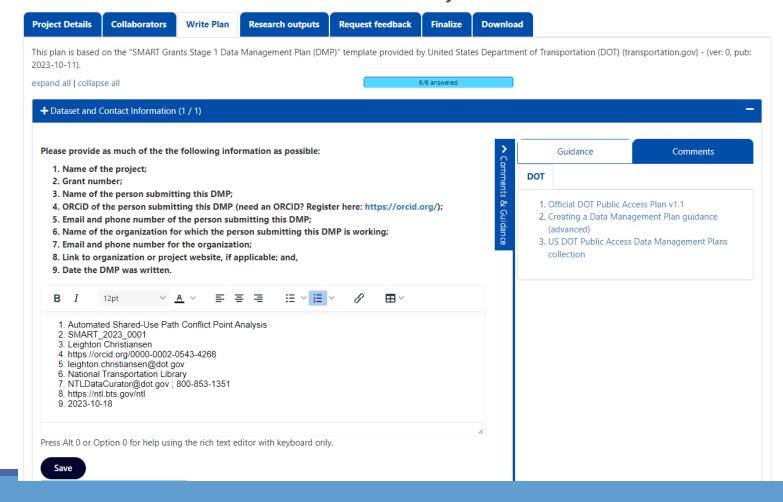
Permissions *		
○ Co-owner		
○ Editor		
Read only		

DMPTool: Write Plan Tab



- 1. Fill in each section to best of ability
- 2. Each section includes guidance as to what information is requested
- 3. Each section has a single text box for your reply
- Click "Save" button at end of each section
- Once all sections are Saved, click on Request Feedback Tab

Automated Shared-Use Path Conflict Point Analysis





I highly recommend each grantee looking over the US DOT Public Access Plan (https://doi.org/10.21949/1503646), to sure you are compliant with federal regulations when writing your DMP.

Things to note from the Plan and where it applies in the DMP:

Section 3. Data Format and Metadata Standards Employed:

- Non-proprietary vs. Proprietary Formats
- DCAT-US v.1.1 Metadata Schema

- What does Public Access mean for data after a research project?
- Conformant Repositories and Persistent Identifiers.



Section 3. Data Format and Metadata Standards Employed:

- Non-proprietary vs. Proprietary Formats
 - Proprietary: software that is privately owned, controlled, and distributed under specific licensing terms that restricts its usage and often requires a fee or subscription to be used.
 - If proprietary formats are used there needs to be thorough documentation addressing why and the software and version needed for a user to open and view the data or documentation files.
 - Also, remember that although Microsoft Office is for the most part widely available it is proprietary software that requires purchase. Instead, you could use .csv for Excel files and .txt or pdf. for Word files.
 - Non-proprietary or Open Access: software that has no patent or copyright conditions associated with it. Nonproprietary software is publicly a vailable software that can be freely installed and used.
- What to Write in your Plan:
 - A general statement regarding open-access formats vs. proprietary formats. Just a general stance that you aim to be as open-access as possible with the release of the data to the public.
 - List of file formats, and if any are proprietary you need documentation addressing why and the software and version needed for a user to open and view the files.



Section 3. Data Format and Metadata Standards Employed:

- DCAT-US v.1.1 Metadata Schema
 - The federal standard for data search and discovery. A requirement that allows for discovery in all government data catalogs, such as data.gov and transportation.data.gov.
 - https://resources.data.gov/resources/dcat-us/
 - A .JSON file.
- What to Write in your DMP:
 - First list any other potential metadata schemas you might use, if relevant. Then include a statement, such as:
 - "The final data will have a DCAT-US v1.1 (https://resources.data.gov/resources/dcat-us/) .JSON metadata file, which is the federal standard for data search and discovery to be compliant with the USDOT Public Access Plan."



- Conformant Repositories and Persistent Identifiers.
 - In Section 6 we are looking to see where you are going to store the data after the completion of the research project. It should be in a publicly accessible repository (no payment requirements), provide persistent identifiers or captures them if you personally provide one to the data, and the repository should support the capture and provision of the US Federal Government DCAT-US Metadata Schema.
 - You can find a list of pre-approved data repositories that are conformant with the US DOT Public Access Plan at https://doi.org/10.21949/1520566.
 - All of the data repositories on this list meet the Persistent I dentifiers and DCAT-US requirement, so if you select one of them you would only need to add a brief sentence, such as "The repository ______ does provide persistent identifiers to their published data and supports the capture and provision of the DCAT-US Metadata Schema."



- What does Public Access mean for data after a research project?
 - Projects carried out under a US DOT SMART Grants are federally funded; therefore, as stated in grant language:
 - Recipients must comply with the US DOT Public Access Plan, meaning, among other requirements, project data must be shared with the public, either by the researchers or by US DOT;
 - Recipients grant the US DOT a comprehensive non-exclusive, paid-up, royalty-free copyright license for all project outputs (publications, datasets, software, code, etc.). This includes all rights under copyright, including, but not limited to the rights to copy, distribute, prepare derivative works, and the right to display and/or perform a work in public; and,
 - Under, Chapter 18 of Title 35 of the United States Code, also known as the Bayh-Dole Act, where grant recipients elect to retain title to any
 invention developed under this grant, US DOT retains a statutory nonexclusive, nontransferable, irrevocable, paid-up license to practice or have
 practiced for or on behalf of the United States any such invention throughout the world.



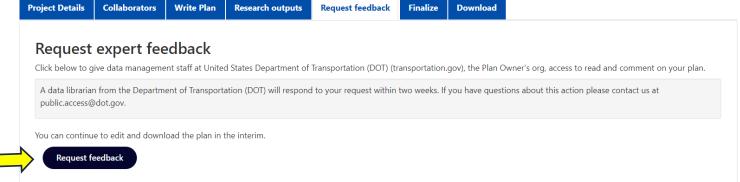
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DMPTool: Request Feedback Tab



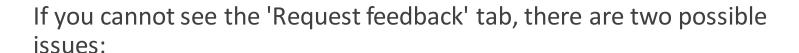
Once you have completed writing your DMP you will go to the "Request Feedback" tab and hit the "Request feedback" button. This will notify the NTL Data Services Team that there is a DMP in need of review.

Automated Shared-Use Path Conflict Point Analysis

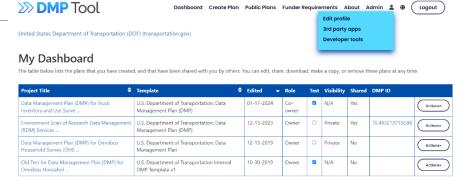


DMPTool: Request Feedback FAQs





- 1. Verify the institution listed under your profile:
 - 1. Top right-hand corner of the dashboard
 - 2. Edit profile
 - 3. Institution should be "United States Department of Transportation (DOT) (transportation.gov)."
- 2. Only the owner of co-owner can request feedback
 - 1. Editors are unable to submit
 - 2. Owners can make editors co-owners on the Collaborators tab



Edit Profile

esse.long.ctr@dot.gov	
First Name *	
Jesse	
Last Name *	
Last Name	
ong	
Long United States Department of Transportation (DOT) (transportation.gov)	
Long United States Department of Transportation (DOT) (transportation.gov)	·
Long United States Department of Transportation (DOT) (transportation.gov) Department or school	

DMPTool Handout: Receiving Feedback



Once the NTL Data Services Team has reviewed your DMP and made comments the DMP will be returned, and you will see an email like the one below:

Hello Ntl Doi

Leighton Christiansen has finished providing feedback on the plan "<u>Automated Shared-Use Path Conflict Point Analysis</u>". Comments can be found in the 'Write plan' tab on the right side of the page (Guidance/Comments).

Thank you,

The DMPTool team

You may change your notification preferences on your profile page. Please do not reply to this email. If you have any questions or need help, please contact us at dmptool@ucop.edu or visit https://dmptool.org/contact-us

Please go in and review all the comments and make changes as necessary. Once you have addressed all the comments once again go back to the "Request feedback" tab and submit it again for review by the NTL Data Services team. This process should be repeated until an NTL Data Services team member comments that the DMP is now approved.

SMART TRAFFIC SIGNALS	11				
CONNECTED VEHICLES	6			300	
CURB MANAGEMENT	9	<u>ئ</u> ے۔ ڈیڈ	₽™ ⊗		
UNCREWED AIRCRAFT SYSTEMS (UAS)	7				
SENSORS	10				188
SMART GRID	4			•	
TRANSIT INNOVATION	7				
WORK ZONE SAFETY	3				
INTERNATIONAL COMMERCE	2		- 700		

Implementation Report

You will create two versions of the Implementation Report:

- 1. Draft Implementation Report (12 months from grant agreement date)
- 2. Final Implementation Report (end of period of performance)

Implementation Report Guidance can be found on the website.

There will be a webinar to dive deeper into this Guidance and answer questions on **in April**. These reports will help you be prepared for stage 2.



Promoting SMART Grant Projects

Upcoming Events









Thank you to those who responded to joining the ITSA panel.

SMART is seeking opportunities to showcase grantees. Let us know if you are presenting about your project at a conference, and if we can join you.

Programmatic Site Visits: Let us know when exciting milestones are happening for your project.

Planning to present your SMART Grant work at a conference this year? Let us know!



Presentation & Peer Exchange Opportunities

A Community of Transportation Professionals

Smart Communities Committee – 2024 Webinar Series

- Webinar 1 Ideation & Grant Application Best Practices Review (Spring 2024)
- ➤ Webinar 2 Rural Examples for Smart Communities (Summer 2024)
- Webinar 3 Professional Service and Technology Procurement Lessons Learned for grant funded projects (Fall 2024)
- Webinar 4 Bringing The IT & OT Worlds Together Through Smart Community Initiatives (Winter 2024)



Interested Participants & Volunteers Please Scan the

QR Code Here!

Grants Management Site Visits

Purpose:

- Create the opportunity for the SMART team to get to know the recipients and their projects.
- Develop working relationship with our recipients.
- Gain hands-on understanding of the conditions around the project.
- Being more knowledgeable of the recipient and their projects enables the SMART team to be more effective with providing necessary support to our recipients.
- To ensure the success of the project, and the SMART program.

Where: recipient's office/program location, or can be done virtually, as schedule permits.

When: TBD, in coordination with the recipient

Areas of focus: the offices and facilities, documentation, financial records, physical assets, written policies and procedures, audit compliance records, and internal controls.

Upcoming events and promotional opportunities

Promote your project with standardized information and images. Form will be emailed today; please respond by 3/22/24

This information will flow to:

- Project Profiles: 1-pagers hosted on SMART and other websites, used to summarize and promote projects
- Smart Communities Resources Center: web hub with information on case studies, example projects, and lessons learned
- 3. SMART presentations, events, other DOT resources

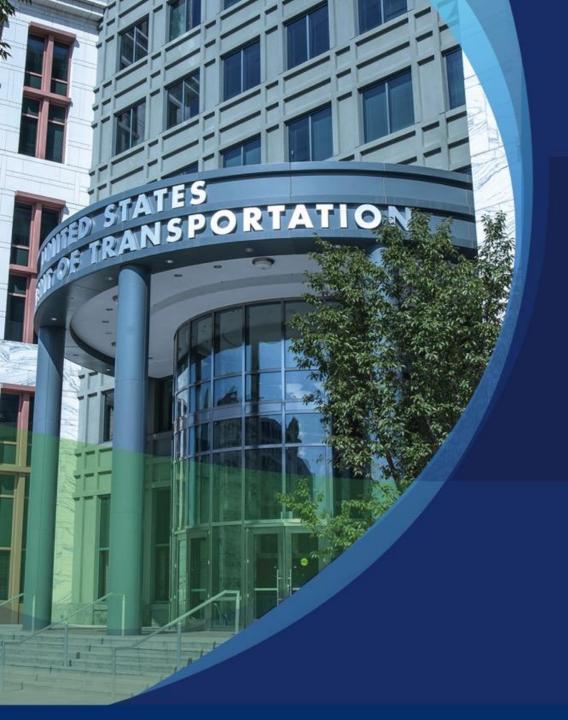
SMART

Project Communications Form

The SMART Grant Program Team is focused on highlighting the work and impacts of the SMART projects. This will include sharing project information on our website, in presentation materials, and with affiliated DOT platforms. To facilitate collecting consistent information from each project, please provide information to the following prompts

We will use this information to share your project with the public, other grantees, and DOT and other government audiences. You might refer to the Civic Innovation Challenge 1-Page Pilot Visions as an example of one possible output that we will develop.

We anticipate that this information will be updated upon completion of Stage 1 activities.



Save the Date 2024 SMART Summit

July 10-11th
Cambridge, MA
(Volpe Center)

4 attendees per grantee



Questions and Answers