



U.S. Department
of Transportation

SMART Program Updates Implementation Report Guidance

April 13, 2026

SMART
GRANTS PROGRAM

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Webinar will be Recorded.



SMART Implementation Report

- (f) Reports.--
- (1) Eligible entities.--Not later than 2 years after the
- date on which an eligible entity receives a SMART grant, and
- annually thereafter until the date on which the SMART grant is
- expended, the eligible entity shall submit to the Secretary an
- implementation report that describes--
- (A) the **deployment and operational costs** of each
- eligible project carried out by the eligible entity, as
- **compared to the benefits and savings** from the eligible
- project; and
- (B) the means by which each eligible project carried
- out by the eligible entity has **met the original**
- **expectation**, as projected in the SMART grant
- application, including--
- (i) <<NOTE: Data.>> **data describing the means**
- **by which the eligible project met the specific**
- **goals for the project**, such as--

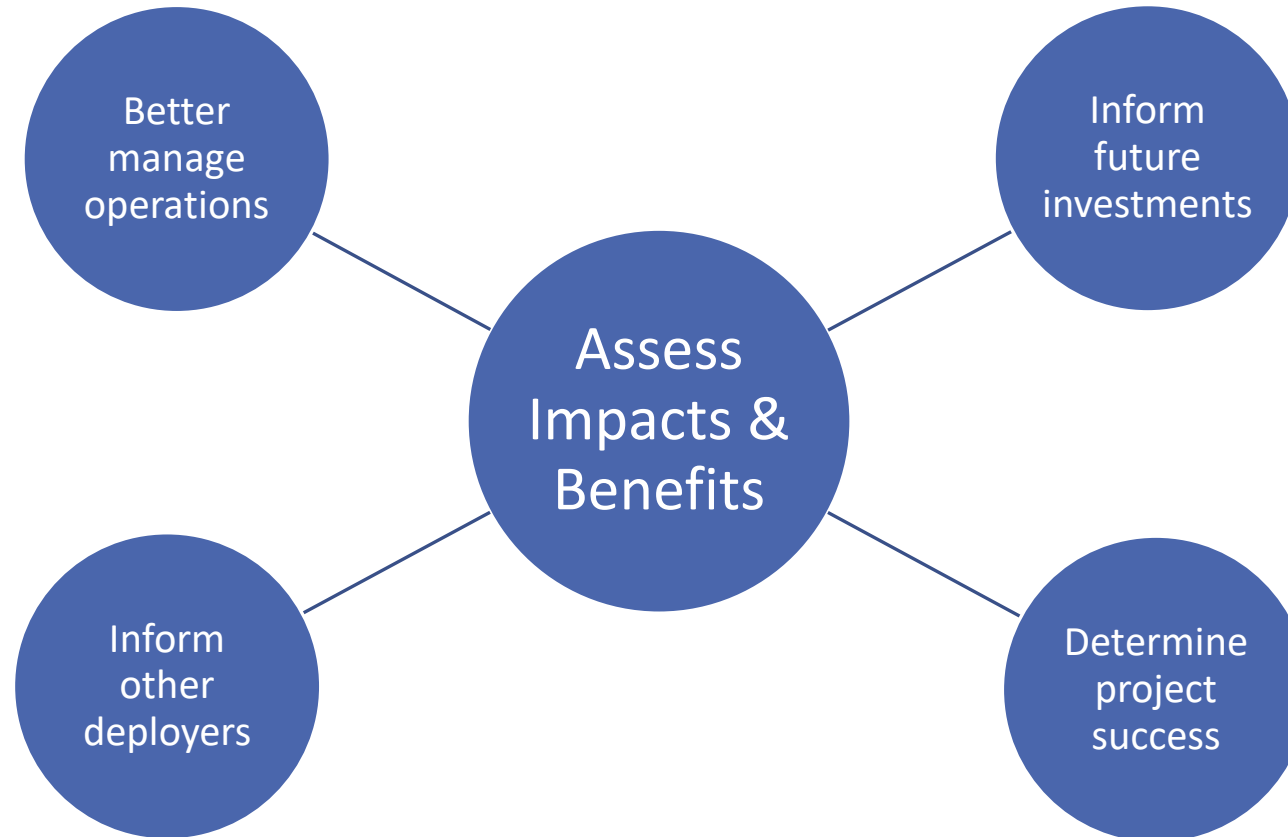
Deliverables	Due Date	Date
Draft Implementation Report	12 months after award start	May 15-July 15, 2026
Final Implementation Report	120 days after award expiration	



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Draft Implementation Report

The Role of the Implementation Report

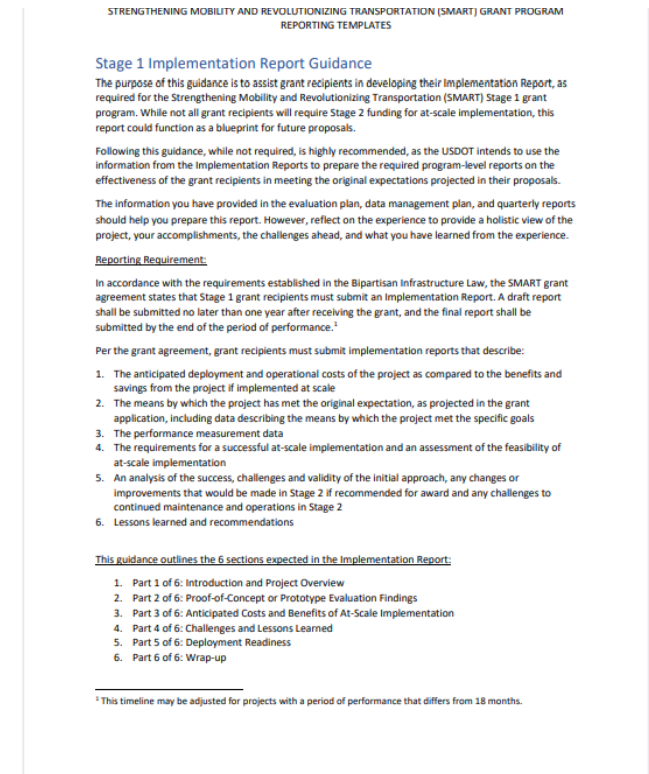


Draft Implementation Report

- **To prepare for the SMART Grant Final Implementation Report.**
 - To meet the IIJA requirement for a report to the Secretary.
- **To make the best possible case for how the proof-of-concept or prototype met expectations and whether at-scale implementation would meet program goals.**

Draft Implementation Report

- **The draft report must provide:**
 - If available, initial evaluation findings of the proof-of-concept or prototype including the performance measurement data;
 - The anticipated benefits and costs if implemented at-scale;
 - Challenges, lessons learned, and recommendations;
 - An assessment of the feasibility of at-scale implementation; and
 - An analysis of the successes, challenges, and validity of the initial approach.
- Draft implementation report should build off evaluation plan



Updated guidance sent via email
last week

Draft Report vs. Final Report

Draft Implementation Report

- **Address every topic to the best of your ability.**
- **Acknowledge that the necessary information is not yet available or that the results may change with further analysis.**
- **Lay the groundwork to be well positioned to deliver the final implementation report and advocate your project.**

Final Implementation Report

- **Must be 508 compliant.**

Draft Implementation Report

- **The draft implementation report should have 7 parts:**
 1. Executive Summary
 2. Introduction and Project Overview;
 3. Proof-of-Concept or Prototype Evaluation Findings;
 4. Anticipated Costs and Benefits of At-Scale Implementation;
 5. Challenges and Lessons Learned;
 6. Deployment Readiness; and,
 7. Wrap-up
- Assume your reader is not familiar with the project but has a high-level understanding of the technologies.
- Use language from your evaluation plan and project proposal but **review the text and adjust for this context.**
- The draft implementation plan will be submitted via email to SMARTReports@dot.gov.

Part 1: Executive Summary

Draft Implementation Report

- **High-level overview (1 page)**
- **Address key elements**
 - Include Award Number, Organization, Project Title
 - Project goals
 - Objectives
 - Location
 - Key partners
 - Key deliverables/outcomes
 - Results
 - Recommendations and learnings

- Reader should be able to get main takeaways of Stage 1 work
- Include all key elements at a high-level

Part 2: Introduction and Project Overview

Draft Implementation Report

- **Description of your project** (1-3 paragraphs & bulleted lists):
 - Motivation/Challenges to address.
 - Technologies.
 - Goals.
 - Impacted communities.
 - **Overview of the proof-of-concept or prototype** (1-2 paragraphs):
 - Scale of the Stage 1 deployment (e.g., number of units, intersections, corridor length, partners, service area).
 - Anticipated at-scale deployment.
 - **Summary of project activities** (1-2 paragraphs):
 - Milestones.
 - Media coverage.
 - Deviations from the original proposal.
- Repurpose your evaluation plan and proposal.
 - Descriptions can be brief and high-level.
 - Address all topics, even to explain that information is unavailable.

Part 3: Proof-of-Concept or Prototype Evaluation Findings

Draft Implementation Report

- **Findings on the performance of your proof-of-concept or prototype (1 page):**
 - Restate the performance metrics selected in your evaluation plan.
 - Discuss the data collected.
 - Summarize the findings.
 - **How your Stage 1 project met the original expectations and goals stated in your project proposal (1 paragraph).**
 - **How your Stage 1 project demonstrated improvement in the program goal areas (1 page)**
- Focus on the proof-of-concept or prototype being deployed during Stage 1.
 - The evaluation findings should inform and refine your expectations of what would be realistically achievable through at-scale implementation.

Program Goal Areas

Draft Implementation Report

- Safety.
- Efficiency.
- Resiliency.
- Workforce Development.
- Partnerships.
- Integration.
- ~~• Equity and access.~~
- ~~• Climate~~

Part 4: Anticipated Costs and Benefits of At-Scale Implementation

Draft Implementation Report

- **Anticipated/Estimated impacts of at-scale implementation in the program goal areas** (1 page)
 - **Anticipated costs of at-scale implementation** (1 paragraph):
 - If uncertain: key cost drivers, new cost types introduced to scale the project, potential economies of scale, or sources of uncertainty.
 - **Comparison of benefits and costs** (1 paragraph).
 - **If available, baseline data for at-scale implementation** (1 paragraph).
- Focus on your expectations for at-scale implementation of the project (Stage 2).
 - Address all topics, even to explain that information is unavailable.

Part 5: Challenges and Lessons Learned

Draft Implementation Report

- **Challenges, lessons learned, and recommendations** (1 page):
 - Legal, Policy, and Regulatory Requirements (e.g., NEPA, BABA).
 - Procurement and Budget.
 - Partnerships.
 - Technology Suitability / Integration with Incumbent Systems.
 - Data Governance.
 - Workforce Capacity.
 - Internal Project Coordination.
 - Community Impact.
 - Public Acceptance.
 - Cybersecurity.
- Only address the relevant topic areas.
- Descriptions can be brief and high-level.
- Reflect on the challenges and expand on what you have learned from the experience.

Part 6: Deployment Readiness

Draft Implementation Report

- **Readiness for at-scale implementation (1 page):**
 - Requirements for successful at-scale implementation.
 - Strategies or demonstrated progress.
 - Key obstacles to scaling this project
- **Gaps in understanding the maintenance and operating requirements (1 paragraph).**

Part 7: Wrap-Up

Draft Implementation Report

- **Did the proposed solution meet your expectations?**
- **Do you think you would make any notable changes to the proposed solution for at-scale implementation?**
- **What advice would you give to other communities embarking on the same path?**

Feedback on Draft Implementation Reports

-
- **Subject Matter Experts (SMEs) will provide feedback on the Draft Implementation Reports (DIRs)**
 - **The intent of feedback is to assist in preparing the Final Implementation Report**
 - **Awardees do not need to resubmit a DIR based on feedback**
 - Feedback should be incorporated into the Final Report
 - **Draft Implementation Reports can be submitted in Word.**

508 Compliance



- US DOT 508 compliance refers to meeting the requirements of Section 508 of the Rehabilitation Act, which mandates that federal agencies ensure their electronic and information technology is accessible to individuals with disabilities.

Resource:

[Accessibility: Section 508 | US Department of Transportation](#)

508 Compliance




 An official website of the United States government [Here's how you know](#) 



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Office of the Chief Digital & Information Officer

Key Executives

Digital Strategy 

USDOT Web Design System 

Vulnerability Disclosure Policy

Office of Sector Cyber Coordination 

Tags

- [Web Policies](#)

Accessibility: Section 508

The Department of Transportation (DOT) is committed to complying with all statutory requirements to ensure that web content is more accessible to people with disabilities. We make a concerted effort to meet the standards of [Web Content Accessibility Guidelines \(WCAG\) 2.0](#) ^{et}, and [Section 508 of the Rehabilitation Act of 1973](#), as amended. (Web "content" generally refers to the information in a web page or web application, including: natural information such as text, images, and sounds code or markup that defines structure, presentation, etc.). For more information, read DOT's [Digital Accessibility Statement](#).

Background

In 1998, Congress amended the Rehabilitation Act of 1973 to require Federal agencies to make their electronic and information technology (EIT) accessible to people with disabilities. The law ([29 U.S.C. § 794 \(d\)](#)) applies to all Federal agencies when they develop, procure, maintain, or use electronic and information technology. Under Section 508, agencies must give disabled employees and members of the public access to information that is comparable to access available to others. The United States Access Board [discusses the Section 508 law](#) and its responsibility for developing accessibility standards for EIT to incorporate into regulations that govern Federal procurement

Final Implementation Report must be 508 Compliant

- How do I know if my Final Implementation Report is 508 Compliant?

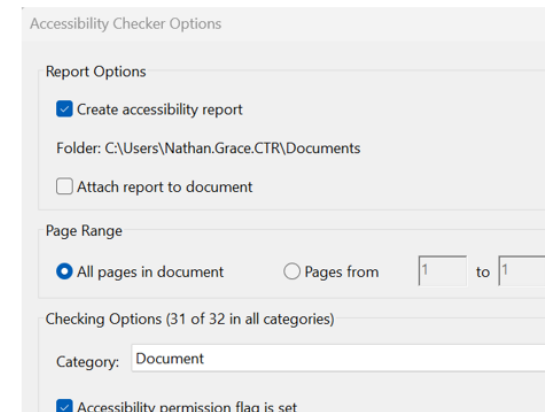
Check It!!

If you did not receive the Guidance on “How to check a PDF for 508 Compliance” in your reminder email, reach out to your SMART Grants Management Specialist!

How to Check a PDF for 508 Compliance

To check PDF accessibility, open a PDF using Adobe Acrobat and go to **All Tools**. In some versions of Acrobat, you will need to click **More Tools** in the right tool pane. Next, click **Prepare for Accessibility**, and then click **Check Accessibility**. A window will appear with Accessibility Checker Options.

Make sure all the boxes are checked as shown below and then click **Start Checking**.



Accessibility Checker Options

Report Options

- Create accessibility report
- Folder: C:\Users\Nathan.Grace.CTR\Documents
- Attach report to document

Page Range

- All pages in document
- Pages from to

Checking Options (31 of 32 in all categories)

Category: Document

- Accessibility permission flag is set



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Questions