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Massachusetts Transportation Research and Technology Transfer Program

2021 Research Problem Statement Solicitation Form Guidance

April 21, 2020

Problem Statement Submitter/Project Champion

Submitter/Project Champion Information

Name, Title, Telephone number, Email. *Note: The submitter/project champion must be an employee of MassDOT or the MBTA. The project champion's responsibilities include serving as the technical representative and client for the duration of the project, developing a scope of work, and leading implementation of the research results.*

Division/Enterprise Unit/Agency

Identify MassDOT or MBTA Division/Unit/Enterprise – e.g., MassDOT Office of Transportation Planning Multimodal Section or MassDOT Highway Division Bridge Section

Problem Statement Title and Subject

Project Title

Provide a title for the project.

Project Subject Category

Select the subject(s) that best describe the project. You may select more than one. *Note: Per 23 U.S.C. 505 research projects funded through SPR Part-B must be related to highway, public transportation and intermodal transportation systems.*

Problem Statement

Problem Statement and Research Objectives

Problem Statement: Provide a brief statement of your research need. A research need is an issue, problem, or lack of information that your organization is facing which can be solved by finding solutions through research.

Research Objectives: Provide a statement of the goal(s) expected to be met by the research described in the problem statement.

Anticipated Products

Provide a statement of the expected deliverables and products, including tools, prototypes, standards, specifications, new or modified materials, policies or processes, data, etc.

Benefits to MassDOT

Provide a brief explanation of how the anticipated products will advance the strategic goals and mission of MassDOT. Address urgency, timeliness and importance of the research. When applicable, identify if the research is required for any federal or state initiative or compliance.

Implementation

Implementation Strategy

Describe how the anticipated results of this project would be implemented; explain if any specifications, methods, systems, processes or policies may be changed based on the results. Identify the MassDOT Division/Office responsible for implementation.

Literature Search

Preliminary Literature Search:

Conducting a preliminary literature search, while not required for submitting a problem statement, can help determine if the proposed research has already been conducted in part or in full by another organization. The [Transport Research International Documentation \(TRID\)](#) database is a convenient place to conduct a preliminary literature review. Please list any sources identified through the literature search. If the submitter is aware of any agencies or organizations that have conducted studies related to the problem statement, please provide that information as well.

Budget and Schedule

Estimated Cost

Provide your best judgement of approximate cost, if known, to accomplish the research project tasks. Consideration should be given to labor, equipment and supplies, and indirect costs.

Estimated Duration

Provide the estimated duration (in months) to conduct the research and achieve project objectives. Please note that all projects will kick off after the start of Federal Fiscal Year 2021 (October 1, 2020).

Desirable Completion Date

If applicable, provide any known deadline you need the results of the research by.

Additional Information

Please provide additional information or documentation that will help with the evaluation of the problem statement.