

Developing Research Projects for the 2019-21 Biennium

STEPS FOR PUTTING RESEARCH TO WORK FOR YOU

What do you need to do your job better? What problems do you need solved? Research and Library Services (RLS) is here to help. Below are the steps involved in requesting and carrying out a research project. You are not alone in this process. RLS will guide and support you every step of the way.

STEPS IN THE RESEARCH PROCESS	WHEN
Director of RLS Initiates Solicitation of Research Problem Statements The Director of RLS will email all WSDOT Senior Managers and other key staff to initiate the process.	SPRING OF 2018
Optional Research Workshops Technical workshops are held with transportation experts to engage in discussions about current and emerging practices, issues and technologies.	SUMMER OF 2018
Develop and Submit a Problem Statement Problem statement forms are prepared and submitted to RLS by WSDOT staff.	OCTOBER 5, 2018
RLS Research Managers Rate Problem Statements All submitted problem statements are rated by the RLS Research Managers. The Research Managers work with Senior Managers and staff to develop a draft 2019-21 Research Program for review by the Director of RLS.	OCTOBER/ NOVEMBER 2018
Research Problem Statement and Research Program Approval The Development Division Director presents the proposed 2019-21 Research Program to WSDOT Executives for approval.	DECEMBER 2018
Solicit Proposals From Researchers Project scopes of work (proposals) are prepared by selected Principal Investigators (PIs). For projects where a PI is not identified, an RFQ is initiated by RLS.	JANUARY TO JUNE 2019
Projects May Begin Task orders are initiated by RLS and work is initiated.	JULY 2019 TO JUNE 2020

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