

### Problem Statements Due Nov. 1

Every July, R&I invites the submission of research problem statements from state DOTs, AASHTO committee and council chairs, and the FHWA. Due November 1 each year, problem statements should explain why the research represents an immediate need. The proposed research should have a high probability of success and should not duplicate other research.

NOV

DEC

JAN

FEB

MAR

### Problem Statement Evaluation and Program Development

From November through February, the NCHRP receives comments on the problem statements from AASHTO, FHWA, and NCHRP staff. In February, the NCHRP sends these comments and the problem statements to AASHTO's R&I committee and Research Advisory Committee (RAC) for review. Those committees rate each candidate according to need, value, and appropriateness. The results help establish a preliminary ranking to structure the discussion of candidates by R&I at its April meeting.

APR

MAY

JUN

JUL

### Program Evaluation

At its April meeting, R&I allocates funds for subprograms and new research projects. Once the program is developed, the NCHRP sends the selected program to AASHTO; AASHTO prepares a ballot and asks the AASHTO board of directors for approval. Each project must receive a "yes" vote from at least two-thirds of the board and must be approved by the FHWA and accepted by the National Academies.

A YEAR OF

# NCHRP

National Cooperative  
Highway Research  
Program

AUG

SEP

OCT

NOV

### Project Development

Each project is assigned to a volunteer panel of experts who provide technical guidance and counsel throughout the research and reporting phases. Panel members do not act as consultants or advisors to project investigators, may not submit proposals for research, and serve without compensation. Panel members are drawn from many disciplines, with dependence on practitioners from state DOTs. Project panels analyze the problem statement, develop the final project scope and objectives, and prepare a request for proposals (RFP) from qualified research agencies.

DEC

JAN

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### Research Phase Begins

Once research starts, the NCHRP oversees progress, which includes reviewing monthly progress schedules and quarterly progress reports and maintaining frequent contact with the research contractors. The NCHRP also monitors the conduct of the research to ensure consistency with the approved research plan and consults with project panels for technical feedback on the contractor's work.

### Research Team Selection

Project panels select research contractors after evaluating all proposals and discussing proposers' past performance on other research projects. The project panel selects a contractor considering the following factors: (1) the proposer's demonstrated understanding of the problem; (2) the merit of the proposed research approach and method; (3) experience, qualifications, and objectivity of the research team in the same or a closely related problem area; (4) the plan for ensuring application of the results; and (5) the adequacy of facilities and equipment.