



Transportation Research Readiness Checklist

Before your next planning or investment decision, confirm whether your research will give you the information you need.

Check each area your team can confidently confirm. Each checked area earns one point.

- ☐ Decision clarity: We have identified the decisions our community research needs to inform.
- ☐ Population coverage: We know which populations and transportation users need to be represented.
- ☐ Participation gaps: We have considered who is unlikely to attend public meetings or respond to open surveys.
- ☐ Research design: Our data collection methods fit the questions we need to answer.
- ☐ Geographic differences: We can identify meaningful differences between jurisdictions or communities.
- ☐ Barriers and experiences: We understand not only preferences, but also obstacles to using transportation options.
- ☐ Methodological confidence: We understand the limitations of our data and can explain whose views it reflects.
- ☐ Decision usefulness: Our findings will be presented in a way that supports actual planning and investment decisions.

AREAS CONFIRMED

0/8 - Not Yet Ready

0-3 | Not Yet Ready

Clarify the gaps before you begin.

4-6 | Almost Ready

Strengthen the areas still unchecked.

7-8 | Ready to Move Forward

Confirm any remaining critical gap.

Use your score to guide a team discussion. Address any unchecked area that is essential to the decision, regardless of your total.

For automatic scoring, open in Adobe Acrobat Reader. In other viewers or on paper, count the checked areas and use the guide above.