

**ALDOT RESEARCH PROCESS**

2.) Assignment of Research Project Number by ALDOT Research and Development (R&D) Staff

1.) Submittal of Solicited or Unsolicited Research

4.) Review of the Proposal by ALDOT Subject Matter Experts

3.) Literature Review by ALDOT R&D Staff

5.) Presentation of Research Proposal to the ALDOT Research Advisory Committee (RAC) for **decision** of…

**An Umbrella Agreement must be in Place between the Institution (e.g. University) and the Department**

8.) Upon approval from the Transportation Director, a Letter of Direction is Issued by the RAC Chair Person Authorizing the Project to Begin & Provide Detailed Information (e.g. Project Advisory Committee (PAC) names, funding amount, etc)

**Disapproval**; A Letter of Disapproval is Sent to the Researcher

5a.) **Approval**

6.) ALDOT External Audit Review if the Approved Proposal Budget is over $50K

7.) Letter of Approval that ALDOT R&D Staff Prepares for the Transportation Director’s Approval Consideration

5b.) **Request for Change of Scope**

9.) Quarterly Reports of the Project’s Progress Submitted to ALDOT R&D Staff

12.) Project Closed

10.) Draft Final Report Submitted to ALDOT R&D Staff

11.) Research Project Close Out Process; Official Close Out Process Begins(e.g. Copies of Final Report are Requested)