

## Research Implementation Plan

The Research Implementation Plan presents recommendations for implementing research project findings. Summarized below are key tasks and the parties responsible for addressing the implementation of research results and documenting a plan for implementation.

**Planning for implementation begins with the project proposal.** When preparing its research proposal, the research team is required to allocate time and budget to an Implementation Plan task that is completed during the same period as preparation of the final report (typically, the final three months of the research project).

**Addressing implementation during the research process.** The research team will consider implementation as research progresses and include implementation on the agenda for periodic meetings with the Technical Advisory Committee (TAC).

As the research project nears completion, after the development of recommendations and three months before delivery of the final report and expiration of the contract, the research team will schedule an implementation plan development meeting to address the potential for implementation of research findings. The Research Implementation Plan will be used to guide discussion about next steps for applying research results.

**Completing the Research Implementation Plan.** After the implementation plan development meeting, the TAC members will complete agency-dependent Research Implementation Plan(s). After briefly describing the implementation plan and how its results will benefit their agency and its stakeholders, the Research Implementation Plan requires the TAC members to:

- Identify the major tasks that will be required to implement findings.
- Present potential challenges or barriers to implementation along with possible mitigation measures.
- Describe expected benefits, including possible assessment metrics.
- Identify training needs, including the pool of potential trainees, and the nature and extent of the training.
- Highlight gaps in findings and recommend areas for future research.

**Publishing the Research Implementation Plan.** The TAC will provide the completed Research Implementation Plan(s) to the research team for inclusion in the final report as Appendix A: Implementation. A copy of the Research Implementation Plan(s) will also be provided to Iowa DOT Research & Analytics Bureau.

## INSERT PROJECT NAME

### Research Project Description

- Project Number:** Click here to enter text.
- Projected End Date:** Click here to enter text.
- Project Champion:** Click here to enter text.
- Project Manager:** Click here to enter text.

### Research Project Summary

[Summarize the research project objectives and/or findings.]

### Implementation Plan Development

- Target Audience:** *Example: State DOT, Counties, Cities, FHWA, Local Public Agencies*
- Team Members:** *Example: Name, Agency; Name, Agency; Name, Agency*

### Implementation Objectives

[Summarize the proposed project objectives.]

### Implementation Plan Description

[Briefly describe the plan for implementing project findings, including:

- Any end products included in the recommended outcomes. These might include a new specification, policy, laboratory test procedure, mathematical model, or design technique, staff training, or other revised procedure or practice.
- How Iowa DOT, local public agencies, communities, or other intended audiences can apply research results to improve practices.
- Specific standards or practices that might be affected by the research findings, such as specifications, design or construction manuals, policies and procedures, state legislation, funding or staffing requirements, among others.
- Resource requirements, administrative rules or laws, or other institutional issues that must be considered when implementing research findings.]

### Major Tasks

[Using the template table below, list the tasks that will be required to execute the implementation plan. Copy the template to describe as many tasks that will be needed to carry out the implementation plan. Note that **Training Needs** are addressed separately later in this document.]

<b>Task:</b>	Click here to enter text.
<b>Responsible Agency and/or Staff Member(s):</b>	Click here to enter text.
<b>Agency Resources Required:</b>	Click here to enter text.
<b>Implementation Partner Agencies:</b>	Click here to enter text.
<b>Anticipated Timeline/Duration:</b>	Enter the anticipated timeline in months.
<b>Potential Challenges or Barriers:</b>	Include possible mitigation efforts when identifying potential challenges and barriers.

### Expected Benefits

[Identify the benefits that will accrue to involved agencies and stakeholders when the implementation plan is fully executed. Select all that apply. For each benefit selected, please provide a brief description, including how the research results can be used. Include how the benefit could be assessed or quantified. Please do not simply check boxes.]

Expected Benefit	Description
<input type="checkbox"/> Decreased lifecycle costs	Click here to enter text.
<input type="checkbox"/> Developed new or revised specification	Click here to enter text.
<input type="checkbox"/> Expedited project delivery	Click here to enter text.
<input type="checkbox"/> Improved aspects of the environment	Click here to enter text.
<input type="checkbox"/> Improved operations	Click here to enter text.
<input type="checkbox"/> Improved system reliability	Click here to enter text.
<input type="checkbox"/> Increased customer satisfaction	Click here to enter text.
<input type="checkbox"/> Increased knowledge	Click here to enter text.
<input type="checkbox"/> Increased lifecycle costs	Click here to enter text.
<input type="checkbox"/> Increased productivity or efficiency	Click here to enter text.
<input type="checkbox"/> Increased safety	Click here to enter text.
<input type="checkbox"/> Increased service life	Click here to enter text.
<input type="checkbox"/> Reduced agency administrative costs	Click here to enter text.
<input type="checkbox"/> Reduced construction costs	Click here to enter text.
<input type="checkbox"/> Reduced engineering and design costs	Click here to enter text.
<input type="checkbox"/> Reduced maintenance costs	Click here to enter text.
<input type="checkbox"/> Reduced operations costs	Click here to enter text.
<input type="checkbox"/> Reduced user costs	Click here to enter text.
<input type="checkbox"/> Validated current practice	Click here to enter text.

## **Training Needs**

[Describe any training needs associated with the implementation plan, including who will require training, and the nature and extent of the training. Include any training materials that will need to be created or developed.]

## **Future Research**

[Identify gaps in findings and topic areas for future research that will further advance the findings from this project.]

EXAMPLE