

**Commuter Connections TDM Evaluation
FY 2010 Project Schedule**

TERM Evaluation Framework

Draft document

- Prepare initial update recommendation Nov 17, 2009
- Present recommendations to Evaluation Group Nov 17, 2009
- Present revised recommendations to Evaluation Group Dec 15, 2009
- Prepare draft of 2008-2011 framework Dec 31, 2009
- Present framework recommendations to CC Subcommittee Jan 19, 2010
- Review and comment period Jan. 29, 2010

Final document

- Present draft report to CC Subcommittee Mar 16, 2010
- Review and comment period Mar 31, 2010
- Prepare final report April 29, 2010
- Endorse for release of final document (CC Subcommittee) May 18, 2010

State of Commute Survey

Survey preparation

- Review / update 2008 survey methodology Nov 17, 2009
- Prepare draft questionnaire Nov 17, 2009
- Present method / questionnaire to TDM Evaluation Group Nov 17, 2009
- Review / revision period Dec 1, 2009
- Revise questionnaire Dec 15, 2009
- Finalize questionnaire Jan 15, 2010
- Program questionnaire for pretest Jan 22, 2010
- Prepare sampling methodology and CATI setup Jan 22, 2010

Conduct survey interviews

- Conducted survey pre-test Jan 26, 2010
- Conduct survey interviews Jan 30 – Apr 30, 2010

Perform analysis and presentations

- Weight data and conduct preliminary frequency analysis May 7, 2010
- Complete analysis June 11, 2010
- Present survey highlights to Evaluation Group June 15, 2010
- Prepare draft report June 30, 2010
- Present survey highlights to CC Subcommittee July 20, 2010
- Present Draft Report to CC Subcommittee Sept 21, 2010
- Comment Period October 8, 2010

- Finalize technical report October 29, 2010
- Present Final Draft Technical Report to CC Subcommittee November 16, 2010
- Prepare General Public Report June 30, 2011

Guaranteed Ride Home Survey

Survey preparation

- Conduct meeting with COG online vendor Nov 20, 2009
- Update survey methodology draft Dec 15, 2009
- Prepare draft questionnaire – update from 2008 Dec 15, 2009
- Present method / questionnaire to Evaluation Group Dec 15, 2009
- Review / revision period Dec 31, 2009
- Receive archived data from COG and current data from online vendor Dec 18, 2009
- Finalize questionnaire Mar 5, 2010
- Program questionnaire for pretest Mar 12, 2010
- Obtain final sample from COG Mar 17, 2010

Conduct survey interviews

- Select sample for online / telephone surveys Mar 20, 2010
- Conduct online survey Mar 24 – Apr 7, 2010
- Conduct telephone survey pre-test Mar 29, 2010
- Conduct telephone survey interviews Mar 31 – Apr 9, 2010
- Conduct online non-respondent follow-up survey Apr 12 – Apr 19, 2010

Perform analysis and presentations

- Prepare telephone data / merge with online data Apr 30, 2010
- Weight data / prepare initial frequencies May 7, 2010
- Complete analysis May 28, 2010
- Present survey highlights to Evaluation Group June 15, 2010
- Prepare draft Technical Report June 30, 2010
- Present survey highlights to CC Subcommittee July 20, 2010
- Finalize report August 31, 2010
- Present Draft Report to CC Subcommittee September 21, 2010
- Comment Period October 8, 2010
- Finalize Report October 29, 2010
- Present Final Draft Report to CC Subcommittee November 16, 2010