



Request for Proposals

Transportation and Racial Equity Curriculum Resources

<http://nitc.trec.pdx.edu>

1 Overview

To support NITC's overall goal of increasing efforts to integrate racial equity into transportation education and research, we are pleased to provide this grant opportunity for faculty to develop curriculum resources. The purpose is to help shift transportation planning and engineering education to understand the harmful ways that Black, Indigenous, and People of Color (BIPOC) communities are impacted by planning and engineering practice, provide students the knowledge and skills to address these past impacts and approach new projects more inclusively, and highlight the voices of BIPOC scholars. The ways we teach planning and engineering concepts will impact the ways that students move into their careers.

This grant opportunity seeks proposals from NITC faculty to develop curriculum resources focusing on transportation and racial equity for undergraduate and graduate transportation planning and engineering courses. These resources could include readings/resources, case studies, data sets, assignments, in-class exercises or modules that can be integrated into existing transportation courses.

Up to \$50,000 is available for this RFP. Individual project requests should be no larger than \$7,500 in direct costs. All awards will require a 1:1 non-federal match. Principal Investigators (PI) will be responsible for identifying matching funds. Once the resources are developed, NITC will work with the PI to share successful tools more broadly including working with other faculty to test the materials in existing courses and providing feedback on materials. There will be ongoing support, assessment, and dialogue across universities facilitated by NITC regarding how the resources are being used and how they can be enhanced to more effectively integrate racial equity knowledge into learning objectives of planning and engineering students.

1.1 Key dates

Faculty will have two opportunities to submit proposals. The first deadline is June 15, 2021 for projects starting July 1, 2021. The second deadline is August 15, 2021 for projects starting September 15, 2021. Curriculum resources should take between 3 to 6 months to be developed and ready for integration in courses offered during the 2021-2022 academic year.

1.2 Eligibility

Faculty, research faculty and other university professionals eligible to serve as Principal Investigators (PIs) at Portland State University, Oregon Institute of Technology, University of Arizona, University of Oregon, University of Texas at Arlington, and University of Utah.

2 Potential Courses and Topics for Development

From a review of courses and interviews with NITC faculty, we have highlighted potential development opportunities for core transportation planning and engineering courses. Table 1 lists the courses that are common across disciplines and campuses and present opportunities for resource development. This list is not intended to be exhaustive nor should it limit the PI from suggesting other curriculum resources. For each course, possible resources to be developed could range from readings/resources, case studies, data sets, assignments/in-class exercises and modules. Table 2 highlights potential topics for curriculum development. These tables are meant to be guides as you are developing your proposals.

Table 1 - Potential Courses for Resource Development Opportunities

Integrating Racial Equity into Transportation Planning and Engineering Courses			
	Undergrad	Graduate	Development Opportunities
Planning			
Intro to Planning	X		2,5,6
Transportation Policy	X	X	2,3,5,6
Transportation Planning	X	X	2,3,5,6
Transportation & Land Use Planning		X	
Quantitative Methods		X	3,4,5
GIS Applications in Planning		X	3,4,5
Specialty Courses			
Sustainable Transportation		X	2,3,5,6
Transportation and Health		X	2,3,5,6
Transportation and Equity		X	1,2,3,4,5
Pedestrian and Bicycle Planning & Engineering		X	2,3,4,5,6
Travel Demand Modeling		X	2,3,4,5,6
Data Analysis		X	2,3,4,5,6
Engineering			
Intro to Transportation Engineering	X		2,5,6
Traffic Engineering	X	X	2,3,5,6
Transportation Safety	X	X	2,3,4,5,6
Public Transportation Systems, Planning & Operations		X	2,3,4,5,6
Transportation Network Analysis		X	2,3,4,5,6
Travel Behavior		X	2,3,4,5,6

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|-----------------------|-----------------------------------|
| 1. Syllabi | 4. Data Sets |
| 2. Readings/Resources | 5. Assignments/In-class exercises |
| 3. Case Studies | 6. Modules |

Table 2- Potential topics for development

<p>Data</p> <ul style="list-style-type: none"> • Lack of underrepresented communities in surveys such as census, Oregon Household Activity Survey (OHAS), etc. • Survey design • Bias with different types of big data, new data (streetlight, google, strava) • Data sources and privacy: data tracking or video counts can be seen as a type of surveillance
<p>Traveler behavior</p> <ul style="list-style-type: none"> • Implicit bias (e.g. driver yielding behavior at crosswalks) • Transit trends & travel
<p>Land Use</p> <ul style="list-style-type: none"> • Sprawl, jobs-housing balance, and the spatial mismatch hypothesis • History of racism in transportation & land use policy, practices and projects • Gentrification • Transit racism and disinvestment in communities of color
<p>Inequities in the sources of funding for transportation</p> <ul style="list-style-type: none"> • Transit fares • Traditional tax sources (gas tax, sales tax, etc.) • Road pricing (VMT tax, congestion pricing, tolls and other user fees)
<p>New Mobility</p> <ul style="list-style-type: none"> • Shared mobility • Bike share & TNC • Emerging technology • Autonomous vehicles – e.g., failure to detect dark-skinned pedestrians
<p>Active Transport</p> <ul style="list-style-type: none"> • Bikes, race, and politics • Active living and social justice • “Invisible” people who cycle • Planning for physical activity in BIPOC communities. • Many pathways from land use to health: associations between, and air quality • Neighborhood walkability and active transportation, body mass index
<p>Transportation safety</p> <ul style="list-style-type: none"> • Vision Zero—Implementing a policy for traffic safety in communities of concern • Engineering design - crosswalks/lightning • Personal safety mode decision – (fear of police enforcement, fear of harassment, crime, etc.) • Street design; complete streets
<p>Other</p> <ul style="list-style-type: none"> • Siting of highways • Inclusive and equitable civic engagement in transportation projects • Air quality and highways and zoning • Poverty and carless

To ensure your proposal fits the scope of the program, please contact your NITC Executive Committee member to discuss your idea **before** submitting your proposal.

3 Project Requirements

Adequate progress and performance on previously funded research are overriding considerations for the funding of future grants, including this RFP. Those that have not submitted progress reports or final reports will not be considered for funding and risk having funds withheld from current grants. Similar restrictions will apply to any future NITC funding opportunities.

3.1 Progress Reports

USDOT requires semiannual progress reports. All PIs of active NITC projects must submit progress reports in PPMS by March 31 and September 30. Reports include: accomplishments, dissemination activities, products (e.g. submitted publications, conference presentations, etc.), impact of the project, and changes/problems. As part of each progress report, we will also require information regarding undergraduate and graduate students participating in the project. Additionally, we request post-project updates to capture outcomes and impacts.

3.2 Final Reports/Products

NITC requires that the PI submit a “final product” to complete the project. This is the product that will be used in the classroom, e.g. case studies, data sets, assignments, in-class exercises, etc. This product should include a teaching or discussion guide explaining how to use the resources and the learning objectives associated with each resource. Your proposal must detail what the final product(s) will be.

The final product will be produced as part of a numbered report series, and will include the US DOT disclaimer and NITC funding attribution. All final products will be posted online. NITC will work with PIs to post or link to final products on the NITC website and to include appropriate disclaimer language and attribution for final products.

3.3 Curriculum Terms of Use

The intent of this effort is to share any resources or curriculum modules broadly. These resources will be accessible on-line with the following terms of use:

The curriculum modules and resources shared here are offered to you conditioned on your acceptance without modifications of the Terms. Your use of the curriculum modules constitutes your agreement to all such Terms. To reproduce or make copies of the modules: any reproductions or copies must contain proper attribution to the National Institute for Transportation and Communities (NITC), and at a minimum, the NITC logo. To distribute the modules or module adaptations: any reproductions or copies must contain proper attribution to NITC, and at a minimum, the NITC logo. To create and reproduce adaptations (work based on the curriculum modules): provided that any such adaptations or changes, including any translation in any medium, takes reasonable steps to clearly label, demarcate or otherwise

identify that changes were made to the original modules. For example, a translation could be marked "The original curriculum modules were translated from English to Spanish.

4 Budget

Applicants must use the NITC Budget Form. Proposal budgets should be cost-effective, and primarily direct new and original work. The budget should only include faculty effort, though some funds can pay for student effort in a minor supporting role. Federal indirect costs (overhead) specific to each NITC university and OPE (fringe benefits) should also be included in the budget.

For proposals submitted by the June 15, 2021 deadline, projects should be budgeted to begin no sooner than July 1, 2021 and completed no later than December 31, 2021. Although the start date is flexible, each project can last no longer than 6 months. For proposals submitted by the August 15, 2021 deadline, projects should be budgeted to begin no sooner than September 15, 2021 and completed no later than March 31, 2022. We do not plan on granting no-cost extensions for these projects.

New awards to prior investigators will depend on successful completion of previously-funded projects and timeliness of research progress and reporting. NITC reserves the right to request reductions or other changes to budgets of submitted proposals. Awards are cost-reimbursable.

4.1 Matching Funds

All awards require 100% non-federal match of the total funds request from NITC (direct and indirect costs) in the form of cash or in-kind services from project partners—including universities, transportation and other public agencies, industry, and nonprofit organizations.

In general, federal funds are not eligible as match with the following exceptions: specifically funds under U.S.C. Title 23, Sections 503, 504(b), or 505, which refer to technology deployment, local technical assistance, state planning and research (SPR) programs and National Cooperative Highway Research Program (NCHRP) managed by the Transportation Research Board.

PIs must indicate matching funds on the Budget Form. *Awards will not be finalized without confirmation of the match commitment.* Sample third party match commitment letters can be found on the NITC website. For more information regarding Match, please refer to the "Match FAQ" document found at <https://nitc.trec.pdx.edu/for-researchers>.

NITC follows the rules set forth in 2 C.F.R. 200.306, https://www.ecfr.gov/cgi-bin/text-idx?SID=74f820833867201a25d3f0148ada5daa&mc=true&node=se2.1.200_1306&rgn=div8, for the use of in-kind and cash contributions as matching funds. The start date of matching funds is November 30, 2016.

5 Proposal Evaluation Criteria

NITC's Racial Equity Education Advisory Committee and NITC staff will review proposals. Grants will be awarded based on the following:

- Clarity and merit of proposed education activity
- Alignment of the learning objectives and products with the goals of the Racial Equity Education Curriculum Project
- Applicability of the resources/materials for use in various courses and at other institutions
- Level of effort and products match funding request
- Probability of success in developing products for evaluation in AY 2021-2022

6 Institutional Approval

NITC grants should be treated similar to other external grants. Accordingly, at each institution, proposals should be reviewed and approved by their home institution's research administration office prior to submitting your proposal in PPMS. A specific Letter of Commitment from the PI's home institution will acknowledge this approval. The letter must indicate the institution's amount requested and the amount of match (including 3rd party) they will document. The letter must be signed by an institution's official authorized to obligate cost share. If applicable, 3rd party letters of intent or other documentation of match commitment should also be included with the Proposal Form. For Portland State University only, a Proposal Internal Approval Form will be submitted in lieu of an Institutional Letter of Commitment. Further questions regarding university approval should be directed to the home university research administration office or the home university Executive Committee member.

6.1 Research Administration Office Contact Information

- **Oregon Tech:** Sponsored Projects and Grant Administration: <http://www.oit.edu/faculty-staff/sponsored-projects-grants-administration>
Preliminary approval form: <http://www.oit.edu/docs/default-source/spa/proposal-approval-form.pdf?sfvrsn=4>
- **PSU:** Proposal Internal Approval Form (PIAF): <https://nitc.trec.pdx.edu/for-researchers>
- **UO:** Apply through Electronic Proposal Clearance System (E-PCS) and Sponsored Projects Services: <http://orsa.uoregon.edu/>
- **UA:** Engineering Research Administration Services (ERAS) or Sponsored Projects & Contracting Services (SPCS): <https://rgw.arizona.edu/administration/getting-started>
- **UTA:** Office of Grants and Contract Services: <http://www.uta.edu/research/administration/departments/gcs/university-process/index.php>
- **UU:** UU Office of Sponsored Project: <http://www.osp.utah.edu/>

6.2 NITC Executive Committee Contact Information

Each campus has a representative on NITC's Executive Committee who can discuss the process:

- Marc Schlossberg, University of Oregon, 541-346-2046, schlossb@uoregon.edu
- Keith Bartholomew, University of Utah, 801-585-8944, bartholomew@arch.utah.edu
- Roger Lindgren, Oregon Institute of Technology, 541-885-1947, roger.lindgren@oit.edu
- Liming Wang, Portland State University, 503-725-5130, limwang@pdx.edu
- Arlie Adkins, University of Arizona, 503-880-3110, arlieadkins@email.arizona.edu
- Stephen Mattingly, University of Texas, Arlington, 817-272-2859, mattingly@uta.edu

7 To Apply

Submit your completed proposal by logging into: <http://ppms.trec.pdx.edu/>.

Online proposal instructions:

1) To begin the proposal submission:

- Select “**NITC 16 Transportation & Racial Equity Curriculum Resources**” as the grant cycle
- Enter the title of your project
- Submit an abstract to be directed to the proposal page
- Submit your completed proposal and budget forms

2) Enter individuals involved:

- Key contact person (include departmental affiliation, phone and email)
- Name, departmental affiliation, and email of other members of the research group
- Names of students (if known)

3) Submit Proposal form (see below): Completed proposal forms should be no more than four pages in length (single space, 10 pt font) excluding the cover page.

4) Submit Budget: Provide a budget and justification for how the funds will be used for the project. This includes F&A. Download the **NITC 16 Transportation & Racial Equity Curriculum Resources budget form** at: <http://nitc.trec.pdx.edu/for-researchers>

5) Matching funds: **Awards require 1:1 match.**

- **Cash match** is considered any direct financial contribution provided by a partner to directly support the project in the form of salaries, benefits, tuition, expendable property, supplies and services; etc.
- Third party **in-kind** non-federal match may include: unrecovered indirect costs, values for recipient contributions of services, volunteer services furnished by professional and technical personnel, consultants or other skilled or unskilled labor if service is integral or necessary part of the project, or donated supplies.

6) Timeline for expenditure: Funds should be used within 6 months of the award date.

7) Questions: Please contact Brendan Williams (brendan.williams@pdx.edu)