Appendix A

Project Work Plan

Appendix A: Project Work Plan Final October 2014

Date	Activity	Deliverable
Tasks 1/12:	**Project Work and Management Plan**	
10/2/2014	Initial Meeting Draft Agenda and Draft Presentation Materials	X
10/3/2014	Comments on Initial Meeting Draft Agenda	
10/6/2014	Initial Meeting Final Agenda and Presentation Materials	X
10/4/2014	Updated Draft Work and Management Plan to MDOT and SEMCOG	X

10/7/2014	Meeting: Review of Draft Work and Management Plan
	    Agenda items include: Progress reports, project team composition, coordination with
	    MPOs, documentation procedures, dates of standing weekly meetings	

10/16/2014	Revised Draft Work and Management Plan to MDOT and SEMCOG	X
10/23/2014	Comments on Revised Work and Management Plan to Westat	
10/30/2014	Final Work and Management Plan to MDOT and SEMCOG	X
Continuous	Record of significant project events	
Tuesday	Weekly standing teleconference or WebEx meetings	
Tasks 2/13:	**Sample Design**	
10/8/2014	Develop Sample Design	
10/14/2014	*Outline of Draft Sample Plan*	
11/3/2014	Draft Sample Plan (includes "Plan for hard-to-fill cells")	X
11/17/2014	Comments on Draft Sample Plan to Westat	
12/8/2014	Final Sample Plan	X
Tasks 3a/14a:	**Develop Public Awareness Plan**	
10/8/2014	Develop Public Awareness Plan	
11/4/2014	*Outline of Draft Public Awareness Plan*	
12/1/2014	Draft Public Awareness Plan	X
12/15/2014	Comments on Draft Public Awareness Plan	
12/29/2014	Final Public Awareness Plan	X
Tasks 3b/14b:	**Review of MTC I and MTC II data items and determination of MTC III data items** **Review of STC05 travel survey data items and MTC III data items to determine SEMCOG Travel Counts data items**	
10/8/2014	Review and develop MDOT and SEMCOG Codebooks	
10/31/2014	Draft Data Memo and Codebook of MDOT and SEMCOG Data Items	X
11/14/2014	Comments on Draft List of MDOT and SEMCOG Data Items	
11/28/2014	Final Data Memo and Codebook of MDOT and SEMCOG Data Items	X
Tasks 3c/14c:	**Develop diary survey methodology, including incentive plan**	
10/15/2014	Develop diary survey methodology, including incentive plan	
11/14/2014	Draft Diary Methods Including Incentive Plan	X
11/28/2014	Comments on Draft Diary Methods Including Incentive Plan	
12/12/2014	Final Diary Methods Including Incentive Plan	X
Tasks 3d/14d:	**Develop GPS survey methodology, including incentive plan**	
10/15/2014	Develop GPS survey methodology, including incentive plan	
11/14/2014	Draft GPS Methods Including Incentive Plan	X
11/28/2014	Comments on Draft GPS Methods Including Incentive Plan	
12/12/2014	Final GPS Methods Including Incentive Plan	X

Appendix A: Project Work Plan Final October 2014

Tasks 3e/14e:	**Develop diary/GPS data integration and GPS Correction Plan**	
11/1/2014	Develop diary/GPS data integration and GPS Correction Plan	
11/7/2014	*Outline of Draft Diary/GPS Data Integration Plan/Draft GPS Correction Factor Plan*	
11/21/2014	Draft Diary/GPS Data Integration Plan/Draft GPS Correction Factor Plan	X
12/5/2014	Comments on Draft Diary/GPS Data Integration and GPS Correction Plan	
12/19/2014	Final Diary/GPS Data Integration and GPS Correction Factor Plans	X
Tasks 3f/14f:	**Develop Data Coding and Quality Control and Geocoding Procedures**	
1/2/2015	Develop Data Coding and Quality Control and Geocoding Procedures	
1/9/2015	*Outline of Draft Data Coding and QC Procedures and Geocoding Manual*	
1/23/2015	Draft Data Coding and QC Procedures and Geocoding Manual	X
2/6/2015	Comments on Draft Data Coding and QC Procedures and Geocoding Manual	
2/20/2015	Final Data Coding and QC Procedures and Geocoding Manual	X
Tasks 4/15:	**Initial Instrument Design**	
10/8/2014	Develop initial instruments	
11/14/2014	Draft Initial Instruments	X
11/28/2014	Comments on Draft Initial Instruments	
12/19/2014	Final Initial Instruments	X
Tasks 5/16:	**Pilot Survey**	
1/16/2015	Draft Weekly Report Outline	X
1/23/2015	Comments on Draft Weekly Report Outline	
1/30/2015	Final Weekly Report Outline	X
1/13/2015	Programming survey instruments	
1/20/2015	MDOT and SEMCOG testing of survey instruments	
1/26/2015	Final programmed survey instruments	
1/5/2015	Sample selected	
1/26/2015	Invitation letters sent	
1/30/2015	Reminder postcard #1 sent Weekly progress reports begin	
2/6/2015	Reminder postcard #2 sent	
2/9/2015	Survey travel dates begin, includes GPS	
3/5/2015	Survey travel dates end, includes GPS	
2/23/2015	Recruitment survey closed	
3/15/2015	Retrieval survey closed	
3/22/2015	Weekly progress reports end	
3/9/2015	Draft data deliverable: Pilot recruitment data	
3/20/2015	Comments on pilot recruitment data	
3/30/2015	Draft data deliverable: Pilot retrieval data	
4/6/2015	Comments on pilot retrieval data	
4/6/2015	Pilot Survey Results and Recommendation Meeting Draft Agenda Draft Presentation Materials	X
4/7/2015	Comments on Pilot Survey Results and Recommendation, Meeting Draft Agenda, and Draft Presentation Materials	
4/8/2015	Data Collection Methodology Meeting Final Agenda Draft Presentation Materials	X
4/8/2015	Draft Pilot Survey Report	X
4/10/2015	Meeting, Detroit, MI: Review and Discuss Pilot Results	
4/24/2015	Final Pilot Survey Report	X

Appendix A: Project Work Plan Final October 2014

	Tasks 6/17: Final Instrument and Procedure Design	
4/24/2015	Memo Summarizing Modifications to Procedures and Instruments and Listing No Changes	X
5/15/2015	Final Versions of All Procedures and Instruments Developed in Tasks 2/13, 3/14, and 4/15	X
	Tasks 7/18: Full Survey Implementation	
1/5/2015	Sample selected	
4/6/2015	Invitation letters sent	
4/13/2015	Reminder postcard #1 sent Weekly progress reports begin	
4/20/2015	Reminder postcard #2 sent	
4/20/2015	Survey travel dates begin, includes GPS	
6/4/2015	Survey travel dates end, includes GPS	
5/21/2015	RECRUITMENT SURVEY BEGIN CLOSEOUT	
5/24/2015	Recruitment survey closed	
6/18/2015	Retrieval survey closed	
6/25/2015	Weekly progress reports end	
8/8/2015	Sample selected	
8/29/2015	Invitation letters sent	
9/5/2015	Reminder postcard #1 sent Weekly progress reports begin	
9/12/2015	Reminder postcard #2 sent	
9/8/2015	Survey travel dates begin, includes GPS	
11/24/2015	Survey travel dates end, includes GPS	
11/13/2015	Recruitment survey closed	
12/8/2015	Retrieval survey closed	
12/15/2015	Weekly progress reports end	
	Tasks 8/19: Data Deliveries	
6/29/2015	Draft Interim Report Outline	X
7/13/2015	Comments on Draft Interim Report Outline	
7/20/2015	Final Interim Report Outline	X
7/10/2015	Data Checks, file and report preparation	
7/24/2015	Interim data deliverable of completed households through June 18, 2015, including GPS data and interim report	X
8/14/2015	Comments on Interim data deliverable	
10/30/2015	Interim data deliverable of completed households through September 30, 2015, including GPS data and interim report	X
11/20/2015	Comments on Interim data deliverable	
12/8/2015	Data Checks, file and report preparation	
12/31/2015	Draft data deliverable of completed households through December 8, 2015, including GPS data and interim report	X
1/21/2016	Comments on Draft Full Dataset Deliverable	
2/11/2016	Data Checks, file and report preparation	
3/3/2016	Final data deliverable of completed households through December 8, 2015, including GPS data and report	X

Appendix A: Project Work Plan Final October 2014

Tasks 9/20:	**Data Weighting**	
11/1/2015	*Outline of Draft Data Weighting Plan*	
12/1/2015	Draft weighting plan	X
12/15/2015	Comments on draft weighting plan	
1/5/2016	Final weighting plan	X
2/4/2016	Final weighting and expansion factors	X
Tasks 10/21:	**MTC III and STC15 Final Project Reports**	
3/1/2016	Draft MTC III and STC15 Final Project Report Outlines	X
3/8/2016	Comments on MTC III and STC15 Final Project Report Outlines	
3/15/2016	Final MTC III and STC15 Final Project Report Outlines	X
5/3/2016	First Draft of MTC III and STC15 Final Report	X
5/17/2016	Comments on First Draft of MTC III and STC15 Final Report	
6/7/2016	Second Draft of MTC III and STC15 Final Report	X
6/21/2016	Comments on Second Draft of MTC III and STC15 Final Report	
7/5/2016	MTC III and STC15 Final Project Reports	X
7/12/2016	10 Copies of the MTC III and STC15 Final Project Reports	X
7/12/2016	20 CDs of the MTC III and STC15 Final Project Reports	X
Tasks 11/22:	**MI and SEMCOG Travel Characteristics Technical Reports and Highlights**	
2/1/2016	Draft Michigan Travel Characteristics Technical Report Outline and Analysis Plan	X
2/8/2016	Comments on Draft Travel Characteristics Technical Report Outline and Analysis Plan	
2/15/2016	Final Travel Characteristics Technical Report Outline and Analysis Plan	X
3/16/2016	Draft 1 Michigan Travel Characteristics Technical Report	X
3/30/2016	Comments on Draft 1 Travel Characteristics Technical Report	
4/13/2016	Draft 2 Michigan Travel Characteristics Technical Report	X
4/20/2016	Comments on Draft 2 Travel Characteristics Technical Report	
5/4/2016	Final Travel Characteristics Technical Report	X
5/11/2016	Draft Highlights Document Outline	X
5/18/2016	Comments on Draft Highlights Document Outline	
5/25/2016	Final Highlights Document Outline	X
6/15/2016	Draft Highlights Document	X
6/29/2016	Comments on Draft Highlights Document	
7/20/2016	Final Highlights Document	X

Note:

Please reference the posted Project Meeting Minutes for documentation of decisions made by the project team.

Appendix B

Public Awareness Plan

MI Travel Counts

MTC III/STC15

Public Awareness Plan

January 2, 2015

TABLE OF CONTENTS

1. PUBLIC AWARENESS PLAN STATEMENT

The public awareness campaign for MI Travel Counts (MTC III) will be an effective tool in the mission to reach and engage audiences that may not otherwise be involved in the survey data collection effort, as well as bring awareness to the overall effort. A relevant result of our public awareness campaign is that the people who are asked to participate will be more likely to do so because they have been exposed to the campaign though other public awareness tools and tactics.

We realize that we all are limited by the resources we have available so the most efficient and effective options are detailed below that will help MDOT/SEMCOG achieve the desired project goals.

2.   TRADITIONAL OUTREACH TOOLS AND TACTICS

Website Development:

- To augment the public awareness campaign, Westat will develop, host and maintain a project-specific public website that will serve to provide information about the survey to the general public, to verify the legitimacy and authenticity of the survey, and to provide access to the online recruitment and travel retrieval surveys for sampled households. This website will share links to the social media outlets developed for the study, link to press releases, social media sites, earned media exposures (advertising) and the MDOT and SEMCOG websites. Access to frequently asked questions, information about the study, explanations of why it is important to participate and a link to contact the project team are also key elements of this website structure.
  RESPONSIBILITY: Westat
  SCHEDULE: Currently underway

News Media Strategy:

- Target key media personalities to inquire if they would be part of the test/pilot group. Selections should be based on MDOT/SEMCOG desired geographical coverage, and preferably reporters that have strong social media reach as well.
    - For the SEMCOG region, reporters would be selected by SEMCOG, and would include one each from:
        - television news
        - print
        - suburban smaller print publication
    - Determine one reporter from an ethnic media outlet (i.e. Arab-American News or other).
    - For the Upper Peninsula (U.P.), a discussion with MDOT UP Communications staffer Dan Weingarten -- a former Negaunee Mining Journal staffer -- would help us determine which reporter to reach out to.
    - Outside of the U.P. and SEMCOG region, other geographic areas that have been identified by MDOT/SEMCOG include Lansing, West Michigan (Grand Rapids, Kalamazoo), Traverse City and Midland/Bay City/Saginaw.

  DESIGN: Media talking points paper developed by Parsons Brinckerhoff (PB).
  MATERIALS: Travel survey materials, including GPS devices, provided by Westat.
  RESPONSIBILITY: MDOT/SEMCOG. PB/Westat will help facilitate and coordinate where needed.
  SCHEDULE:
    - Week of January 5, 2015 develop the initial reporters to target and begin reaching out.
    - In April 2015, develop another set of reporters to target based on needs as determined by the first round of analysis and data.

- Press Release development and issuance statewide.
  DESIGN: Initial draft written by PB/Westat. MDOT/SEMCOG will provide final review.
  MATERIALS: PB will draft media talking points/messaging points for media contacts and potential interviews.

RESPONSIBILITY: MDOT and SEMCOG will distribute to their media contact lists. PB will facilitate/coordinate coverage and interviews with news media as MDOT and SEMCOG desire.

SCHEDULE:
- o Week of January 5, 2015 distribute internally a draft for review.
- o Week of January 19, 2015 issuance of joint MDOT/SEMCOG press release issued by MDOT.
- o Week of March 16, 2015 distribute internally second press release to coincide with second invitation letter mailing.
- o Week of March 30, 2015, issuance of press release.
- o August 2015 distribute internally second press release (containing much of the same content as previous releases) to coincide with third invitation letter mailing.
- o September 2015, issuance of press release.

- • To gain visibility with hard to reach households, pitch news stories as determined by MDOT/SEMCOG to targeted ethnic media outlets. The angle to the media could simply be that MDOT/SEMCOG wants to make sure these voices are included in this important survey, and then list reasons why it matters. Multiple Spanish-language publications are mostly across southern Michigan. African-American publications are influential mainly in Metro Detroit. The Arab-American News is published and headquartered in Dearborn.

  DESIGN: None needed

  MATERIALS: Messaging and talking points developed by PB/Westat in coordination with MDOT/SEMCOG.

  RESPONSIBILITY: MDOT and SEMCOG will distribute to their media contact lists. PB will facilitate/coordinate coverage and interviews with news media as MDOT and SEMCOG desire.

  SCHEDULE:
  - o Week of January 5, 2015 develop the initial reporters to target and begin reaching out.
  - o In April 2015, develop another set of reporters to target based on needs as determined by the first round of analysis and data.

- In August 2015, develop another set of reporters to target based on needs as determined by the first round of analysis and data.

Targeted Advertising *(provided here as an option for MDOT/SEMCOG to take the lead on but this is not in the Westat proposed scope or budget)*:

- Placing an insert in a weekly/local news publication in a key geographic area. This tactic could reach many people, and is cost effective.
- Outdoor billboards.
- Advertisements on transit vehicles.
- Video production.
- Public Service Announcement (PSA) on local public cable channels.
  DESIGN: MDOT/SEMCOG to provide messaging and content. PB/Westat can provide support.
  MATERIALS: MDOT/SEMCOG with support from PB/Westat.
  RESPONSIBILITY: MDOT/SEMCOG to take the lead in determining what if any advertising options to implement.
  SCHEDULE: If any of the above are conducted, close coordination with the survey invitation letter mailings will be important.

3. INNOVATIVE TOOLS AND TACTICS

Social Media Engagement

- Establish a stand-alone social media presence (Twitter for certain, possibly Facebook and Google+), with the goal and objective to raise the profile and awareness of the household travel survey. Center the social media pages around the ideas, thoughts and good content that you want the public to understand. This indirectly promotes the survey efforts to a large and engaged audience that is already present on these channels. This expands the opportunity to partner "online" with like-minded agencies and organizations that will help share the message, including entities that have solid social media followings such as Michigan Municipal League, local governments, T4Michigan, various transit agencies, County Road Association, Michigan Suburbs

Alliance, MDOT, SEMCOG, and many others. To target hard to reach households, some focus will be on engaging people and entities active on social media.

DESIGN: PB will take the lead with review/sign off from MDOT/SEMCOG.

MATERIALS: PB will draft a series of messaging points that will be used as the basis for posting information and sharing information. Final review and approval will be made by MDOT/SEMCOG.

RESPONSIBILITY: PB.

SCHEDULE: Mid-December 2014 for development of Facebook and Twitter pages, and posting beginning in early January through the life of the survey. Develop a minimum of 10 informal mini-surveys to keep conversation going and generate discussion. These surveys will be posted by Westat on the public website.

Informal Surveys

- Periodically through online channels, pose a series of questions (no more than 5 questions) and-or one-question with multiple choice answers to the public via social media sites. A minimum of 10 will be developed. The objective is to engage the public in light discussions about their travel in an informal way that has the potential to generate some buzz about the work that is being done. These informal responses would be tracked and compiled to provide some additional anecdotal testimony to the formal work being conducted.

  DESIGN: PB/Westat will take the lead with review/sign off from MDOT/SEMCOG.

  MATERIALS: None needed.

  RESPONSIBILITY: PB.

  SCHEDULE:
  - The informal surveys/questions would be created around invitation letter mailings, and at other points throughout the project life.

4. PUBLIC AGENCY/ORGANIZATION OUTREACH

Coordination with Key Local Governments:

- Letters and/or e-mails about the MTC III/STC15 will be sent to all local governments, requesting them to post it in their newsletters, websites, social media and other outlets.
- Civic organization and neighborhood association contacts may also be gathered in some instances. These will be compiled for specific targeted areas or hard to reach households that MDOT/SEMCOG are interested in disseminating more public awareness information to, including the City of Detroit.
  DESIGN: Information we have already developed can be tailored to suit these needs. For instance we can simply send them the press release, or advertisement, or a version of the letters sent to local governments.
  MATERIALS: Printed letters, envelopes for mailing, and/or e-mails to local government contact lists are MDOT/SEMCOG responsibility. SEMCOG also has an e-mail list of local government contacts, a biweekly newsletter and SEMscope newsletter.
  RESPONSIBILITY: MDOT/SEMCOG to lead in targeting specific local governments to coordinate with, and printing and mailing. Support from PB/Westat with research.
  SCHEDULE:
  - First mailing with initial invitation letter (Pilot).
  - Second mailing to coincide with the Fall invitation letter, scheduled for August 2015.

Coordination with the County Road Association:

- Combined, the County Road Association is responsible for more than 70% of the roads in the state. They will be asked to share MTC III/STC15 information via their expansive contact list and networks and through online and social media.
  DESIGN: Information, content, messaging we have already developed can be tailored to suit these needs. For instance, we can simply send them the press release.
  MATERIALS: None needed.
  RESPONSIBILITY: MDOT/SEMCOG to lead in targeting specific geographic regions with whom to coordinate. PB will contact the County Road Association Communications Director as a first step.

- o Initiate the conversation prior to the first invitation letter.

Coordination with the Michigan Municipal League (MML) and Michigan Townships Association (MTA):

- Share information with MML and MTA through their expansive contact list, networks, online and social media.
  DESIGN: Information, content, messaging we have already developed can be tailored to suit these needs. For instance, we can simply send them the press release.
  MATERIALS: None needed.
  RESPONSIBILITY: PB/Westat can support coordination.
  SCHEDULE:
  - o Initiate the conversation prior to the first invitation letter.

5. COMMUNITY OUTREACH

Pop Up Information Posterboards and-or Staffed Booths or Tables:

The pop up information posterboard consists of a posterboard placed at a public or organization building for a specific period of time. This could include a handout of information as well. Alternatively, this could consist of a flier that is posted on a bulletin board. Typically this can be arranged through libraries, local government offices, etc. This is not staffed but rather stands alone.

MDOT/SEMCOG could also choose to be part of a local event or festival which could include hosting a staffed table with MTC III/STC15 information.

The following could be another way to get information out to areas that have hard to reach households:

- o Community centers
- o Churches
- o Local governments
- o Libraries
- o Events

DESING: MDOT/SEMCOG with content and concept support from Westat/PB.
MATERIALS: MDOT/SEMCOG.
RESPONSIBILITY: MDOT/SEMCOG with support from Westat/PB.
SCHEDULE:
- To coincide around the three separate mailings of the survey invitation letter.

6. SPECIAL POPULATIONS OUTREACH

Tactics for Hard to Reach Households

- Target local governments where these desired target populations are highest and work with them to identify areas to spread the word, via their own distribution channels including newsletters, utility bill mailings, neighborhood association contact lists, and related. SEE RELATED UNDER *"Public Agency/Organization Outreach"* above.
- Target key ethnic demographic news outlets for MDOT/SEMCOG to pitch stories and possibly advertise in. Inquire about reporters taking part in the survey as well. SEE RELATED UNDER *"News Media Strategies"* above.
- Through social media, share the information with various minority entities including individuals and organizations. SEE RELATED UNDER *"Social Media Engagement"* above.
- Work with local government cable channels to share information. SEE RELATED UNDER *"Public Agency/Organization Outreach"* above.
- Utilize Pop Up Information Poster Boards and/or staffed booths/tables at various targeted locations and events. SEE RELATED UNDER *"Pop Up Information Poster Boards/and or Staffed Booths or Tables"* above.

END

Appendix C

Recruitment Script (Web)

MTCIII / STC15 Household Travel Survey:
WEB Recruitment Script Final May 2015

General Documentation Notes:

- Numbered orange heading lines indicate a new screen
- Blue heading lines indicate a new variable or skip logic
- "Type" indicates the type of variable that will be collected
    - SelectSingle – Select one option from list provided
    - SelectMultiple – Select multiple option from list provided
    - NumberEntry – Number field within the range provided
    - TextEntry – Open text field
    - CalendarDropDown – Select a date from a calendar provided
    - Computed- Calculate variable used in recalls
- ProgrammerNote provides the logic for when the question will be presented
- In CATI instruments, the text in ALL CAPS is for instruction to the CATI interviewer and is not to be read out loud
- RECALLS are used to display respondent dependent text (e.g., he/she or a name)
    - A list of all the recalls used are found at the end of the document
- Exit interview language (e.g. thank you screens) are found at the end of the document
- Travel day reminder and re-contact screens are found at the end of the document

Introduction

1. PILOTSAMP_REC

PILOTSAMP_REC
TYPE: computed
CASE WHEN R_GROUP=1001 THEN 1

ELSE 2 END

BRANCH	CODE
PHASE1REC_SET	1
INTRO1	2

2. PHASE1REC_SET

INT_PHASE1REC_SET
TYPE: Calculated
ProgrammerNote: If the HH was sampled for the pilot (R_GROUP=1001) set disposition to "Invalid Release Group" (608). A response to INT_PHASE1REC will overwrite INT_PHASE1REC_SET.
QASKEDIF:

=608

3. PHASE1REC

INT_PHASE1REC
TYPE: SelectSingle
ProgrammerNote: Asked if HH was sampled for the pilot (R_GROUP=1001)
QASKEDIF:

Thank you for your interest in the MI Travel Counts Survey!

The first phase of the survey is now closed. We are currently conducting the second phase of the survey and your household was not selected to participate in this phase.

If you have any questions about the survey or would like more information, please click on the contact us tab to send us an email or call 1-855-774-1800.

ATEXT	AVALUE
Exit the survey	608

4. INTRO1

Thank you for your interest in the MI Travel Counts survey. The study is being sponsored by the [$SAMPLE_SPONSOR].

As part of this study, we are asking the people in your household to keep track of all the places they go for one day. After that one day, we will ask you to tell us about all the places each of you went on that day. As a thank you, we will send your household a $20 check after you successfully complete the full survey.

Some households have also been selected to take part in a special technology-based survey. If you have been selected for this, we will tell you more details after we collect some information about your household.

Your participation is voluntary, and your answers will be confidential as required by law.

ATEXT	AVALUE
Continue with survey	100

5. AGEVER

Before we start the survey, please confirm that you are a member of this household who is at least 18 years old.

ATEXT	AVALUE	BRANCH
Yes, I am at least 18 and a household member	1	ADD_CHECK
No, I am either not at least 18 or not a household member	2	INT_A3

6. INT_A3_SET

=302

7. A3

INT_A3
TYPE: SelectSingle
ProgrammerNote: Asked if respondent ($R=1) is not at least 18 or a HHMEM (AGEVER=2)
QASKEDIF:

Is there at least one person 18 or older living at this address?

ATEXT	AVALUE	BRANCH
No one living at this address is 18 or older	606	NOADULT
Yes, there is at least one person 18 or older living at this address, but they are not available	302	ADULT
Yes, there is at least one person 18 or older living at this address and they are available to continue the survey now	102	INTRO1

Household Data Module

8. ADD_CHECK

CHGADDPHYS
TYPE: SelectSingle
ProgrammerNote: Asked if addresses is not a PO Box (POBOXFLAG=0)
QASKEDIF:

To help us understand the things that influence your travel choices, we have a few questions about your household.

First, we want to confirm your address. Do you live at…

> [$BASESTRT][$BASEAPT]

> [$BASECITY], [$BASESTAT] [$BASEZIP]

ATEXT	AVALUE	BRANCH
Yes	1	ADD_CHECK3
No, the apartment number is incorrect	2	ADD_CHECK2
No, the zip code is incorrect	3	ADD_CHECK2
No, both the apartment number and zip code are incorrect	4	ADD_CHECK2
No, this is not my address	5	THANK03
I prefer not to answer	-7	INT_THANK02
I don't know	-8	INT_THANK02

9. CHADDBOX

CHADDBOX
TYPE: SelectSingle
ProgrammerNote: Asked if address is a PO Box (POBOXFLAG=1)
QASKEDIF:

The P.O. BOX mailing address we have on file for you is:

> [BASESTRT]

> [BASECITY], [BASESTAT] [BASEZIP]

Is this correct?

ATEXT	AVALUE	BRANCH
Yes	1	HGEOCODE
No, the zipcode is incorrect	3	ADD_CHECK2
No, this is not my address	5	THANK03
I prefer not to answer	-7	INT_THANK02
I don't know	-8	INT_THANK02

10.   ADD_CHECK2

CHGADD1
TYPE: TextEntry (10 characters)
ProgrammerNote: Asked if apt number or both apt number and zipcode are incorrect (CHGADD in (2,4))
QASKEDIF:
What is your correct apartment number?

CHGADD2
Type: TextEntry (5 characters)
ProgrammerNote: Asked if zip code or both apt number and zipcode are incorrect (CHGADD in (3,4))
QASKEDIF:
What is your correct zip code?

11.   ADD_CHECK3

HGEOCODE
TYPE: GeoCodeAddress
ProgrammerNote: Asked if sample address is a PO BOX (POBOXFLAG=1). Write address to TBW.
QASKEDIF:

Because this is a survey about where and how people travel, we need to record the physical address of your home. What is the street address of your home?

12.   POBOX1

HASPOBOX
Type: SelectSingle
ProgrammerNote: Not a PO Box in the sampled address (POBOXFLAG=0).
QASKEDIF:

Do you also use a P.O. Box to receive personal mail?

ATEXT	AVALUE	BRANCH
Yes	1	POBOX2
No	2	HHSIZP

13.   POBOX2

PB_NUMBER
Type: TextEntry
ProgrammerNote: Asked if respondent has both sampled address and PO Box (HASPOBOX=1)
QASKEDIF:
What is your P.O. Box address?

P.O. BOX NUMBER: [PB_NUMBER]

PB_CITY
Type: TextEntry
ProgrammerNote: Asked if respondent has both sampled address and PO Box (HASPOBOX=1)
QASKEDIF:

CITY: [PB_CITY]

PB_STATE
Type: TextEntry
ProgrammerNote: Asked if respondent has both sampled address and PO Box (HASPOBOX=1)
QASKEDIF:

STATE: [PB_STATE]

PB_ZIP
Type: TextEntry
ProgrammerNote: Asked if respondent has both sampled address and PO Box (HASPOBOX=1)
QASKEDIF:

ZIP: [PB_ZIP]

POBOX
Type: Calculated
ProgrammerNote: Asked if respondent has both sampled address and PO Box (HASPOBOX=1)
QASKEDIF:

|| 'PO BOX ' || '[$PBNUMBER]' || ', ' || '[$PBCITY]' || ', ' || '[$PBSTATE]' || '[$PBZIP]'

14. HHSIZP

HHSIZ
TYPE: NumberEntry (1-12)
ProgrammerNote: Asked Always
QASKEDIF:

Including yourself, how many people live in your home?

ATEXT	AVALUE
I prefer not to answer	-7
I don't know	-8

15. HHCONV_SET

INT_HHCONV_SET
TYPE: Calculated
ProgrammerNote: If respondent doesn't supply an actual number to HHSIZ (HHSIZ IN (-7, -8)) set disposition to "Initial Refusal" (500). A response to INT_HHCONV will overwrite INT_HHCONV_SET.
QASKEDIF:

=500

INT_HHCONV
TYPE: SelectSingle
ProgrammerNote: Asked if respondent doesn't supply an actual number to HHSIZ (HHSIZ IN (-7, -8)
QASKEDIF:

The reason we ask about the number of people living in your household is because this information is directly related to the types and number of trips that households make and because it helps us understand the travel patterns and needs of the community. Without a response, we cannot continue the survey.

Will you reconsider and tell us how many people, including yourself, live in your home?

TEXT	CODE	BRANCH
Yes	102	HHSIZP
No (quit the survey)	500	THANK04

16. HOMEOWN

HOMEOWN

TYPE: SelectSingle
Programmer Note: Asked of all HHs in the SEMCOG region, even if selected for the MDOT sample frame. (SPONSOR > 1)
QASKEDIF:

Do you own or rent your home?

ATEXT	AVALUE
Own without mortgage	1
Own with mortgage	2
Rent	3
Occupied without payment of rent	4
Some other arrangement	97
I prefer not to answer	-7
I don't know	-8

HOMEOWN_O

TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other,Specify to HOMEOWN (HOMEOWN=97)
QASKEDIF:

Please describe your arrangement.

Household Vehicle/Transportation Options

17. HHVEH

HHVEH

TYPE: NumberEntry (0-12)
ProgrammerNote: Asked Always
QASKEDIF:

How many motor vehicles are owned, leased, or available for regular use by the people who live in your household? Please be sure to include motorcycles, mopeds and RVs.

ATEXT	AVALUE
I prefer not to answer	-7
I do not know	-8

18. VEHCONV_SET

INT_VEHCONV_SET

TYPE: Calculated
ProgrammerNote: If respondent doesn't supply an actual number to HHVEH (HHVEH IN (-7, -8)) set disposition to "Initial Refusal" (500). A response to VEHCONV will overwrite INT_VEHCONV_SET.
QASKEDIF:

=500

19. VEHCONV

INT_VEHCONV
Type: SelectSingle
ProgrammerNote: Asked if respondent doesn't supply an actual number to HHVEH (HHVEH IN (-7, -8))
QASKEDIF:

Knowing how many vehicles are available to households in the survey is important for transportation planners because this information is related to the types of trips that people make and because it helps us understand the travel patterns and needs of the community.

Without a response to this question, we cannot continue the survey. Will you reconsider and tell us, how many motor vehicles are owned, leased, or available for regular use by the people who live in your household? Please be sure to include motorcycles, mopeds and RVs.

ATEXT	AVALUE	BRANCH
Yes	102	HHVEH
No (quit the survey)	500	THANK04

Person Data Module

Begin Person Roster

20. PERSONSTART

[STARTING]
TYPE: computed

CASE WHEN [$R]=1 THEN 1 ELSE 2 END

TEXT	CODE
"Now, we are going to ask some details about each person living in your household, starting with you.... "	1
	2

AGE_COMPUTED
TYPE: computed

CASE WHEN [$R]=1 THEN 1 ELSE 2 END

TEXT	CODE
	1
"Enter '0' for any child who is under one year old. "	2

21. PERSON1

FNAME
TYPE: TextEntry
ProgrammerNote: Asked Always
QASKEDIF:
[STARTING]What is [YOUR_NEXT] name?

NOTE: We ask for names only so we can make sure we ask the right questions of everyone. You can use initials, abbreviations, or nicknames if you want. We just ask that no two are the same and that what you use is meaningful to each of you.

22. PERSONAGE

AGE
TYPE: NumberEntry (0-110)
ProgrammerNote: Asked Always
QASKEDIF:
How old [$ARE_YOU]?

[$AGE_COMPUTED]

ATEXT	AVALUE	BRANCH
I prefer not to answer	-7	AAGE
I don't know	-8	AAGE

23. PERSONAGECHECK

AGECHECK
TYPE: SelectSingle
ProgrammerNote: Asked if subject AGE is "0" (AGE=0) and $R>1
QASKEDIF:
You just reported that [$FNAME] is 0 years old. Please confirm that this is a child under one year old.

ATEXT	AVALUE	BRANCH
Yes, this person is an infant	1	SEX
No, this person is not an infant	2	AGE

AGECHECK2
TYPE: SelectSingle
ProgrammerNote: Asked if subject AGE is <18 AND $R=1
QASKEDIF:
You just reported that you are under 18 years old but earlier, you confirmed you were at least 18. Please confirm that you are under 18…

ATEXT	AVALUE	BRANCH
Yes, I am under 18	1	ADULT
No, I need to fix my age	2	AAGE

24.   PERSON3

AAGE
TYPE: SelectSingle
ProgrammerNote: Asked if respondent doesn't supply an actual number for AGE (AGE IN (-7, -8))
QASKEDIF:
Because we want to make sure to ask questions that are age appropriate, in which age group [$DO_YOU2] belong?

ATEXT	AVALUE
0-4 years old	1
5-15 years old	2
16-17 years old	3
18-64 years old	4
65-75 years old	5
76 years old or older	6
I prefer not to answer	-7
I don't know	-8

SEX
TYPE: SelectSingle
ProgrammerNote: Asked Always
QASKEDIF:
[$ARE_YOU_CAP] male or female?

ATEXT	AVALUE
Male	1
Female	2
I prefer not to answer	-7
I don't know	-8

25.   PERSONAGECHECK2

AGECHECK3
TYPE: SelectSingle
ProgrammerNote: Asked if subject AAGE IN (1,2,3) AND $R=1
QASKEDIF:
You just reported that you are under 18 years old but earlier, you confirmed you were at least 18. Please confirm that you are under 18…

ATEXT	AVALUE	BRANCH
Yes, I am under 18	1	ADULT
No, I need to fix my age	2	AGE

26.   PERSON3B

AGE18
TYPE: SelectSingle
ProgrammerNote: Asked if respondent is not person one and doesn't supply a response to Age Category ([$R]>1 and AAGE IN (-7, -8)
QASKEDIF:

[$ARE_YOU_CAP] 18 years of age or older?

ATEXT	AVALUE
Yes, 18 or older	1
No, under 18	2
I prefer not to answer	-7
I don't know	-8

27.   LICENSE1

LIC
TYPE: SelectSingle
ProgrammerNote: Asked if over subject is over 16 (AGE >= 16 or AAGE NOT IN (1,2))
QASKEDIF:

[$DO_YOU_CAP] have a valid driver's license?

ATEXT	AVALUE	BRANCH
Yes	1	DRIVE
No	2	NOLIC
I prefer not to answer	-7	DRIVE
I don't know	-8	DRIVE

28.   LICENSE2

NOLIC
TYPE: SelectSingle
ProgrammerNote: Asked if over subject is over 16 and doesn't have a driver's license (LIC = 2)
QASKEDIF:

What is the main reason [$YOU4] not have a driver's license?

ATEXT	AVALUE
Owning/maintaining a car is too expensive	1
Insurance is too expensive	2
Do not need a driver's license	3
Suspended/revoked	4
Medical/physical limitations	5
Prefer alternative types of transportation (public transportation, taxi, rideshare, etc.)	6
Something else	97
I prefer not to answer	-7
I don't know	-8

NOLIC_O
TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other,Specify to NOLIC (NOLIC=97)
QASKEDIF:
If you said something else, please describe.

29.   DRIVE

DRIVE
TYPE: SelectSingle
ProgrammerNote: Asked if over subject is over 16 and has a driver's license (LIC=1)
QASKEDIF:
[$DO_YOU_CAP] drive?

ATEXT	AVALUE	BRANCH
Yes	1	PMORE
No	2	NODRIVE
I prefer not to answer	-7	PMORE
I don't know	-8	PMORE

30. NODRIVE

NODRIVE
TYPE: SelectSingle
ProgrammerNote: Asked if over subject is over 16 and has a driver's license but doesn't drive (DRIVE=2)
QASKEDIF:

What is the main reason [$YOU4] not drive? Is it because…

ATEXT	AVALUE
Owning/maintaining a car is too expensive	1
Insurance is too expensive	2
Driving makes [$YOU1] nervous	3
Medical/physical limitations	4
{$I_PREFER} alternative types of transportation (public transportation, taxi, rideshare, etc.)	5
Something else	97
I prefer not to answer	-7
I don't know	-8

NODRIVE_O
TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other, Specify to NODRIVE (NODRIVE=97)
QASKEDIF:

If you said something else, please describe.

PERSONGPSELIGIBLE
Type: Computed

CASE WHEN (AGE>=16 AND AGE<=75) OR AAGE IN [3, 4, 5] OR AGE18=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
GPS ELIGIBLE	1
NOT GPS ELIGIBLE	2

31. PMORE

PMORE
TYPE: Computed
ProgrammerNote: Person write-out to TBW.

CASE WHEN $R<HHSIZ THEN 1 ELSE 2

ATEXT	AVALUE	BRANCH
More to report	1	PERSONSTART+
Done reporting people	2	PMORE2

32. PMORE2

PMORE2

```
TYPE: SelectSingle
ProgrammerNote: Asked if the number of household members is greater than or equal to HHSIZ
($R>=HHSIZ)
QASKEDIF:
```

So far, you have reported that [$R] [$PERSON_PEOPLE] live in your household. Have we missed anyone else who lives with you?

ATEXT	AVALUE	BRANCH
Yes, I need to add more people	1	PERSONSTART+
No, I do not need to add anyone else	2	HHINC

End Person Roster

GPSELIGIBLE

```
TYPE: Computed
```

Is this a GPS sampled household (GFLAG=1)?

First check to confirm that there are age eligible household members and then check if there are available travel dates for this HH based on the get travel date function are <=21 days from the current date. If not, set FINALGLFAG to 4. Then evaluate the following:

CASE WHEN [$GFLAG]=1 THEN (SELECT count(*) FROM wgs.wgs_surveydata WHERE sampno = '[$SAMPLE]' AND instrumentid = 101 AND qvar = 'PERSONGPSELIGIBLE' AND avalue = '1') ELSE 0 END

NEWGFLAG

```
TYPE: Computed
```

CASE WHEN [$GFLAG] = 1 AND [$GPSELIGIBLE:C] >= 1 THEN 1 ELSE 2 END

ATEXT	AVALUE
GPS ELIGBLE HOUSEHOLD	1
GPS INELIGBLE HOUSEHOLD	2

33. HHINC

HHINC
TYPE: SelectSingle
ProgrammerNote: Asked Always
QASKEDIF:

In surveys like these, households are sometimes grouped according to income. Because income is related to how, when and why people go from place to place, and because we want to be sure to include all types of households in our survey, please identify which category represents your total household income for last year.

ATEXT	AVALUE
Less than $15,000	1
$15,000 to $24,999	2
$25,000 to $34,999	3
$35,000 to $49,999	4
$50,000 to $74,999	5
$75,000 to $99,999	6
$100,000 to $124,999	7
$125,000 to $149,999	8
$150,000 or more	9
I prefer not to answer	-7
I don't know	-8

Work and School Module

Begin Person Work Roster

Note: For work questions, unless otherwise specified, only ask if the following is true:

([$AGE]>=16 OR [$AAGE:C] NOT IN (1, 2))) AND coalesce([$EMPLY_ASK:C], 0)<>2

34. WORKINTRO

[JOBTEXT]
TYPE: Computed
CASE WHEN [$R]=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
Now we have some questions about work activities. Michigan's transportation community is interested in where people work because travel to work often affects other daily travel.	1
	2

35. EMPLY

EMPLY_ASK
TYPE: SelectSingle
ProgrammerNote: Asked if over subject is over 16 (Age >= 16 or AAGE NOT IN (1, 2))
QASKEDIF:
[$JOBTEXT]

[$ARE_YOU_CAP] employed?

(Being employed includes doing any work for pay.)

ATEXT	AVALUE
Yes	1
No	2
I prefer not to answer	-7
I don't know	-8

36. WORK1

JOBS
TYPE: NumberEntry (0-9)
ProgrammerNote: Asked if subject is 16 or older who are employed or refused to answer (EMPLY IN (1, -7, -8))
QASKEDIF:
How many jobs [$DO_YOU] work?

ATEXT	AVALUE
I prefer not to answer	-7
I don't know	-8

37. EMPLYNOJOB

EMPLYNOJOB
TYPE: SelectSingle
ProgrammerNote: Asked if subject is employed but has 0 JOBS (EMPLY_ASK= 1 AND (JOBS = 0 or Null)). If respondent says they are not employed (EMPLYNOJOB=1) recode EMPLY_ASK=2 and branch to WKSTAT.
QASKEDIF:
You just reported that [$YOU_ARE] employed but [$HAVE_HAS] no jobs. Which of the following is correct?

ATEXT	AVALUE	BRANCH
[$YOU_ARE_CAP] not employed	1	WKSTAT
[$YOU_HAVE_CAP] at least one job	2	JOBS

38.   WORK2

WKSTAT

TYPE: SelectSingle
ProgrammerNote: Asked if subject is not employed or is employed but doesn't supply the number of JOBS they work (EMPLY_ASK = 2 or (JOBS = 0 or Null) or EMPLYNOJOB IN (1, -7, -8)).
Default Value: IF JOBS>=1 THEN WKSTAT=0
QASKEDIF:

Which of the following best describes [$YOUR2] employment status?

ATEXT	AVALUE	ASHOWNIF
Worker, including self employed	0	NEVER
Retired	1	
Homemaker	2	
Unemployed but looking for work	3	
Unemployed, not seeking employment	4	
Student (part-time or full-time)	5	
Disabled non-worker	6	
Something else	97	
I prefer not to answer	-7	
I don't know	-8	

WKSTAT_O
TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other,Specify to WKSTAT (WKSTAT=97)
QASKEDIF:

If you said something else, please describe.

39.   EMPLOYER1

EMPLYTYPE
TYPE: SelectSingle
ProgrammerNote: Asked if subject is 16 or older and has a job (JOBS>=1 or JOBS IN (-7, -8)
QASKEDIF:

Which of the following best describes [$YOUR_EMPLOYER]?

ATEXT	AVALUE
Private employer	1
State/local Government	2
Federal government – civilian	3
Military	4
Self-employed	5
Something else	97
I prefer not to answer	-7
I don't know	-8

EMPLYTYPE_O

TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other,Specify to EMPLYTYPE (EMPLYTYPE=97)
QASKEDIF:

If you said something else, please describe.

40. WORK3

WPLACE

TYPE: SelectSingle
ProgrammerNote: Asked if subject is 16 or older and has a job (JOBS>=1 or JOBS IN (-7 or -8))
QASKEDIF:

[$DO_YOU_CAP] go to the same work place every day that [$YOU_WORK]?

ATEXT	AVALUE
Same work place every day	1
Work from home	2
No fixed work place	3
I prefer not to answer	-7
I don't know	-8

41. WORKGEOCODE

WADDR

TYPE: GeoCodePage
ProgrammerNote: Asked if subject is 16 or older, has a job and works at the same location every day or refuses to answer WPLACE (JOBS]>=1 or JOBS IN (-7 or -8) & WPLACE IN (1, -7, -8)). Work write-out to TBW.
QASKEDIF:

What is the name and address of [$YOUR_EMPLOYER]? If you don't know the address, please provide the city and state.

42. WORK4

WMODE

TYPE: SelectSingle
ProgrammerNote: Asked if subject is 16 or older, has a job and doesn't work from home (JOBS>=1 or JOBS IN (-7 or -8) & WPLACE <> 2)
QASKEDIF:

How [$DO_YOU] usually travel to work?

ATEXT	AVALUE
Walk	1
Bicycle	2
Motorcycle/moped	3
Auto/ van/truck (as the driver)	4
Auto/van/truck (as the passenger)	5
Carpool/vanpool	6
School bus	7
Public transit – local bus	8
Dial-a-ride/paratransit	9
Private bus or shuttle	10
Taxi/limo	11
Train/Amtrak	12
Detroit People Mover	13
Airplane	14
Boat/ferry	15
[$I_DO] not travel to work	16
Something Else	97
I prefer not to answer	-7
I don't know	-8

WMODE_O

TYPE: SelectSingle
ProgrammerNote: Asked if respondent responds Other, Specify to WMODE (WMODE=97)
QASKEDIF:

If you said something else, please provide details.

43. WORK12

TCOFF

TYPE: SelectSingle
ProgrammerNote: Asked if subject is 16 or older, has a job and is not self-employed worker who works from home ((JOBS>=1 or JOBS IN [-7,-8]) AND NOT (EMPLYTYPE=5 AND WPLACE=2))
QASKEDIF:

Regardless of whether [YOU_TELECOMMUTE], is telecommuting offered at [YOUR2] [PRIMARY] workplace?

TEXT	CODE
Yes	1
No	2
I prefer not to answer	-7
I don't know	-8

44. WORK13

TCDAYS

TYPE: NumberEntry(0-7)
ProgrammerNote: Asked if subject is 16 or older, has a job and telecommuting is offered (TCOFF=1)
QASKEDIF:

How many days [DO_YOU] telecommute per week (meaning [YOU_WORK] from home instead of traveling to [YOUR2] workplace)?

45. WORK14

INDUS
TYPE: SelectSingle
ProgrammerNote: Asked if subject is 16 or older and has a job (JOBS>=1 or JOBS IN (-7 or -8))
Note: Place choices in two columns
QASKEDIF:
What is [$YOUR_EMPLOYER]'s industry?

ATEXT	AVALUE
Agriculture, forestry, fishing and hunting	11
Mining, quarrying, and oil and gas extraction	21
Utilities	22
Construction	23
Manufacturing	31
Wholesale trade	42
Retail trade	44
Transportation and warehousing	48
Information	51
Finance and insurance	52
Real estate, rental and leasing	53
Professional, scientific and technical services	54
Management of companies and enterprises	55
Administration and support of waste management and remediation services	56
Educational services	61
Healthcare and social assistance	62
Arts, entertainment, and recreation	71
Food and drinking establishments	72
Other services (except public administration)	81
Public administration	92
Something else	97
I prefer not to answer	-7
I don't know	-8

INDUS_O
TYPE:
ProgrammerNote: Asked if respondent responds Other,Specify to INDUS (INDUS=97)
QASKEDIF:
If you said something else, please describe.

46. DELIVERY

DELIVERY_DRIVER
TYPE: SelectSingle
ProgrammerNote: Asked if subject is over 16 years old and has a job (JOBS>=1 or JOBS IN (-7, -8)
QASKEDIF:

[$DO_YOU_CAP] drive for [$YOUR3_REC] daily work (for example, as a taxi driver, delivery driver, real estate agent, courier, or something similar)?

ATEXT	AVALUE
Yes	1
No	2
I prefer not to answer	-7
I don't know	-8

47. SCHOOL1

STUDE
TYPE: SelectSingle
ProgrammerNote: Asked Always
QASKEDIF:

[$ARE_YOU_CAP] currently enrolled in any type of school, including [$DAYCARE] technical school, or university?

ATEXT	AVALUE	BRANCH
Yes - Full Time	1	SCHOOL2
Yes - Part Time	2	SCHOOL2
No	3	SCHOOL6
I prefer not to answer	-7	SCHOOL6
I don't know	-8	SCHOOL6

48. SCHOOL2

SCHOL
TYPE: SelectSingle
ProgrammerNote: Asked if subject is enrolled in school (STUDE IN (1, 2))
QASKEDIF:
What school grade or level [$DO_YOU] attend?

ATEXT	AVALUE
Daycare	1
Nursery/Pre-school	2
Kindergarten to 8th grade	3
9th – 12th grade	4
Vocational/Technical school	5
2-year college (community college)	6
4-year college or university	7
Graduate/Professional school	8
Something else	97
I prefer not to answer	-7
I don't know	-8

SCHOL_O
TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other, Specify to SCHOL (SCHOL=97)
QASKEDIF:
If you said something else, please provide details.

49. SCHOOL3

SLOC
TYPE: SelectSingle
ProgrammerNote: Asked if subject is in high school or below (SCHOL IN (1, 2, 3, 4, 97, -7 and -8))
QASKEDIF:
[$ARE_YOU_CAP] home schooled?

ATEXT	AVALUE
Yes	1
No	2
I prefer not to answer	-7
I don't know	-8

50. SWEB

SWEB
TYPE: SelectSingle
ProgrammerNote: Asked if subject is not home schooled and in a grade level above high school (SLOC <> 1 AND SCHOL IN (5, 6, 7, 8, 97, - 7, -8))
QASKEDIF:

Is [$YOUR2] school an <u>online-only</u> curriculum?

ATEXT	AVALUE	BRANCH
Yes	1	SCHOOL6
No	2	SCHOOL4
I prefer not to answer	-7	SCHOOL4
I don't know	-8	SCHOOL4

51. SGEOCODE

SADDR
TYPE: GeoCodeAddress
ProgrammerNote: Asked if subject is a student and is not home schooled or attends an online-only school (STUDE IN (1, 2) AND (SWEB<>1 OR SLOC<>1)). School write-out to TBW.
QASKEDIF:

What is the name and address of [$YOUR2] school? If you don't know the address, please provide the city and state.

[If you attend school at your home, please type the word "home" in the address line. If you don't know the address of the place you go to school, type "DK" in the address line.]

52. SCHOOL4

SMODE

TYPE: TextEntry
ProgrammerNote: Asked if subject is a student and is not home schooled or attends an online-only school (STUDE IN (1, 2) AND (SWEB<>1 OR SLOC<>1)). "Detroit People Mover" should be hidden as an option.
QASKEDIF:

How [$DO_YOU] usually get to school?

ATEXT	AVALUE
Walk	1
Bicycle	2
Motorcycle/moped	3
Auto/van/truck (as the driver)	4
Auto/van/truck (as the passenger)	5
Carpool/vanpool	6
School bus	7
Public transit – local bus	8
Dial-a-ride/paratransit	9
Private bus or shuttle	10
Taxi/limo	11
Train/Amtrak	12
Detroit People Mover	13
Airplane	14
Boat/ferry	15
[$I_DO] not travel to school	16
Something Else	97
I prefer not to answer	-7
I don't know	-8

SMODE_O

TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other, Specify to SMODE (SMODE=97)
QASKEDIF:

If you said something else, please provide details.

53. SCHOOL6

EDUC
TYPE: SelectSingle
ProgrammerNote: Asked if subject is over the age of 4 and doesn't report being in HS or below ((AGE>=5 or AAGE NOT IN (1, 2)) AND (SCHOL NOT IN (1,2,3,4)). IF subject is under the age of 5 or is in HS or below code "Not a high School Grad" (EDUC=1)
QASKEDIF:

What is the highest grade or degree that [$YOU_HAVE] earned?

ATEXT	AVALUE
Not a high school graduate, grade 12 or less (this includes very young children)	1
High school graduate (high school diploma or GED)	2
Some college credit but no degree	3
Associate or technical school degree	4
Bachelor's or undergraduate degree	5
Graduate degree (includes professional degree like PHD, MD, DD, JD)	6
Some other degree	97
I prefer not to answer	-7
I don't know	-8

EDUC_O
TYPE: SelectSingle
ProgrammerNote: Asked if respondent responds Other,Specify to EDUC (EDUC=97)
QASKEDIF:

If you said some other degree, please provide the degree.

54. PWMORE

PWMORE
TYPE: Computed

CASE WHEN $R<MAXPERNO:C THEN 1 ELSE 2

ATEXT	AVALUE	BRANCH
More to report	1	WORKINTRO+
Done reporting persons	2	GPSTRAVDATE

End Person Work Roster

55. GPSTRAVDATE

[GPSTRAVDATE]
TYPE: Computed

Gets the next travel date for the given day of week, taking whether the household is GPS into consideration (for mailing time reasons)

=get_travel_day([$DOW:C], 2, [$NEWGFLAG:C])

[GPSDAYSINFUTURE]
TYPE: Computed

Number of days in the future (from now) that GPSTRAVDATE is.

='[$GPSTRAVDATE]'::date-now()::date

[GPSTRAVDATETOOFAR]
TYPE: Computed

1 when GPS household and GPSTRAVDATE is too far in the future (over 3 weeks), 2 otherwise

=CASE WHEN [$NEWGFLAG:C]=1 AND [$GPSDAYSINFUTURE:C]>21 THEN 1 ELSE 2 END

FULLADDRESS
Type: Computed

CASE WHEN [$MATCHSTATUS] =unmatched THEN '[$HGEOCODE.HGEOCODE_ADDR:Q]' || ', ' || '[$HGEOCODE.HGEOCODE_CITY]' || ', ' || '[$HGEOCODE.HGEOCODE_STATE]' || ', ' || '[$HGEOCODE.HGEOCODE_ZIP]' ELSE '[$NEWBASESTREET:Q]' || ', ' || '[$BASECITY:Q]' || ', ' || '[$BASESTATE:Q]' || ', ' || '[$NEWBASEZIP:C]' END

56. GPSEXPLN

GPS_EXPLN
TYPE: Select Single
ProgrammerNote: Asked if household is sampled for GPS, is age eligible and travel dates are available (NEWGFLAG=1)
QASKEDIF:

Your household has been randomly selected to participate in a special part of this survey.

For this special technology-based portion of the survey, we will ask all members of your household between the ages of 16 and 75 to carry a GPS device for three days. The GPS devices will be used to collect the location information for all the places you go. After the devices are returned to us, we will process the data into routes that can be viewed online. We will ask you to review these routes and answer some questions about the places you visited.

Instead of $20 per household, each person in your household that is asked to carry a GPS device will receive $25 after everyone completes all steps of the survey.

Would you and the other members of your household like to be part of this GPS study?

ATEXT	AVALUE	BRANCH
Yes	1	ALTADD
No	2	COMPUTEFINALGFLAG

57. ALTADD

MAILFNAMGPS
```
TYPE: TextEntry
ProgrammerNote: Asked if household agrees to participate in the GPS study (GPS_EXPLN=1)
QASKEDIF:
```
To participate in this part of the survey, we need to make sure that we have a name and address that we can use to send you the equipment using FedEx. To whom should we address the package?

FIRST NAME:

MAILLNAMGPS
```
TYPE: TextEntry
ProgrammerNote: Asked if household agrees to participate in the GPS study (GPS_EXPLN=1)
QASKEDIF:
```
LAST NAME:

ALTADD
```
TYPE: SelectSingle
ProgrammerNote: Asked if household agrees to participate in the GPS study (GPS_EXPLN=1)
QASKEDIF:
```
We will be sending your devices using FedEx which means we have to have a physical address to use. Is [$FULLADDRESS] the best address to use to send you packages?

ATEXT	AVALUE	BRANCH
Yes, I can receive FedEx packages at the address provided.	1	COMPUTEFINALGFLAG
No, I would like to provide a different physical mailing address (such as work location) where the package should be sent.	2	ALTADDGEO
I can only receive mail through my P.O. Box and there is no other reliable address at which I can receive packaged mail.	3	INT_ALTADD

58. ALTADDGEO

ALTADD_STREET
```
TYPE: TextEntry
ProgrammerNote: Asked if GPS household would like to provide a different mailing address
(ALTADD=2)
QASKEDIF:
```
Please provide an alternate address for sending the GPS packet.

ALTADD_CITY
```
TYPE: TextEntry
ProgrammerNote: Asked if GPS household would like to provide a different mailing address
(ALTADD=2)
QASKEDIF:
```
City:

ALTADD_STATE

TYPE: TextEntry
ProgrammerNote: Asked if GPS household would like to provide a different mailing address
(ALTADD=2)
QASKEDIF:

State:

ALTADD_ZIP

TYPE: TextEntry
ProgrammerNote: Asked if GPS household would like to provide a different mailing address
(ALTADD=2)
QASKEDIF:

ZIP:

59. ALTADD

INT_ALTADD_SET

TYPE: Calculated
ProgrammerNote: If GPS household only has a PO Box (ALTADD=3) set disposition to "Invalid GPS
Address" (604). A response to INT_ALTADD_DQ will overwrite INT_ALTADD_SET.
QASKEDIF:

=604

INT_ALTADD_DQ

TYPE: SelectSingle
ProgrammerNote: Asked if GPS household only has PO Box (ALTADD=3)
QASKEDIF:

Because we need a non-P.O. Box for your household we will be unable to deliver the devices to you for use in this study. Your household can still be part of the travel survey and qualify to receive a total of $20 for completing the non-GPS survey.

ATEXT	AVALUE	BRANCH
Continue with the non-GPS survey	101	COMPUTEFINALGFLAG
Not interested in continuing with non-GPS survey	501	END

60. COMPUTEFINALGFLAG

FINALGFLAG
TYPE: Computed

CASE

WHEN [$GPSTRAVDATETOOFAR:C] = 1 THEN 4

WHEN [$GFLAG]=0 THEN 0

WHEN [$NEWGFLAG:C]=1 AND [$GPS_EXPLN:C]=1 AND [$ALTADD:C] <> 3 THEN 1

WHEN [$GFLAG]=1 AND [$NEWGFLAG:C]=2 THEN 2

WHEN [$NEWGFLAG:C]=1 AND [$GPS_EXPLN:C]<>1 OR [$ALTADD:C]=3) THEN 3

ELSE 9

END

ATEXT	AVALUE
Non-GPS Household	0
GPS Household	1
Ineligible due to age	2
Refused GPS	3
Travel date too far	4
Unexpected GPS Ineligible	9

61. DOWNLOAD

DOWNLOAD
TYPE: SelectSingle
ProgrammerNote: Asked of all non-GPS households (FINALGFLAG<>1)
QASKEDIF:

In a moment, we will assign a day for you to record your travel. We have developed a travel log to help you keep track of all of the places you go on that day. Would you prefer to print copies of these from the website, or would you rather we mail them to you?

ATEXT	AVALUE
Print	1
Receive in the mail	2

62. TRIPDATE

[DOWNLOADMSG]
TYPE: Computed

CASE WHEN FINALGFLAG<>1 AND DOWNLOAD=1 THEN 1

WHEN FINALGFLAG<>1 AND DOWNLOAD=2 THEN 2

WHEN FINALGFLAG=1 THEN 3 END

ATEXT	AVALUE
Okay, we will provide a link for downloading your travel logs after just a few more questions...	1
Okay, we will mail your travel logs to you in time to arrive before you are scheduled to travel.	2
Okay, we will send your travel logs and GPS devices to you by FedEx in time to arrive before you are scheduled to travel.	3

TRIPDATE
TYPE: Computed
QASKEDIF: 1
NOTE: Travel dates should be assigned 10 days or more in the future (based on DOW (DAYFLAG) preflagged in sample file). GFLAG 1 households should be assigned to the next day available (on DAYFLAG) where the daily limit of GPS households has not been met (this includes dates beyond the official final travel date.
DAILY GPS RECRUIT LIMIT: 46 (specified in sms_config. gps_limits_per_day table) (based on 55 travel dates, 480 retrieval completes, and a 60% retrieval rate). This is a soft limit and does not need to be taken into account for NEWTRIPDATE, retrieval travel date changes, etc.TRIPDATE calculation also uses the tables sms_config.first_travel_date and sms_config.holidays. The first_travel_date table holds the first travel date, no Tripdate will be before the value specified there. The holidays table contains the blackout dates, no TRIPDATES will be assigned to the dates listed in that table.

wgs_get_travel_day([DAYFLAG], DOWNLOAD])

TRIPDATEFORMAT
TYPE: Computed

Convert to user-friendly date format (m/d/yyyy)

63. TDASSIGN

TDASSIGN
TYPE: SelectSingle
ProgrammerNote: Asked Always
QASKEDIF:

[$DOWNLOADMSG]

The travel date that has been selected for your household is [$TRIPDATEFORMAT].

Note: The only reason to change your travel date is if everyone in your household will be outside of the state of Michigan on your assigned travel day.

ATEXT	AVALUE	BRANCH
Continue	1	MAILNAME
I cannot record my travel on this day because everyone in my household will be out of the state	2	NEWTRIPDATE

64. NEWTRIPDATE

NEWTRIPDATE
TYPE: Calendar Dropdown
ProgrammerNote: Asked if travel date is no good (TDASSIGN=2)
QASKEDIF:

Choose a new travel date offered from the calendar below. The new travel date must be on the same day of the week as the one previously assigned to you.

Remember, the only reason you should select a new travel date is if your ENTIRE household will be outside of the state of Michigan on that day.

(Click in the text box below and select one of the highlighted days.)

ATEXT	AVALUE
None of these dates work for me	1

Reasons to choose a new travel date:
- Your entire household will be traveling OUTSIDE of the state of Michigan for the entire travel day.

Reasons to keep your assigned travel date:
- One member of your household will be out of the state, but others will still be in the state.
- You are not planning to go to any places that day.
- You are not planning to go to any typical places that day.

65. NOGOODTRIPDATE

NOGOODTRIPDATE
TYPE: TextEntry – Phone Number
ProgrammerNote: Asked if there is no good travel date available (NEWTRIPDATE=3)
AREQUIREDIF: NOGOODTRIPDATE is null
FORMAT: ###-###-####
QASKEDIF:

I'm sorry that date goes not work for you. We will have a supervisor contact you – what is the best way to reach you (please provide either an email or phone number) – Starting with the area code, please enter phone number below:

NOGOODTRIPDATEEMAIL
TYPE: TextEntry - email
ProgrammerNote: Asked if there is no good travel date available (NEWTRIPDATE=3)
AREQUIREDIF: NOGOODTRIPDATE is null
FORMAT: NN@NN
QASKEDIF:

Or enter an email address below:

BRANCH:

CONDITION	NEXT PAGE:
ELSE	NOGOODDATE2

INT_NOGOODEXIT_SET
TYPE: Computed
QASKEDIF: NEWTRIPDATE=3

=901

HOUSEHOLD_WRITEOUT
TYPE: Computed
ProgrammerNote: Household write-out to household.

66.   MAILNAME

MAILFNAM
TYPE: TextEntry
ProgrammerNote: Asked if non-GPS household wants their travel logs mailed (FINALGFLAG <> 1 AND DOWNLOAD=2)
QASKEDIF:

We will mail [$YOUR_LOG] in time to arrive before the scheduled travel date. To whom should we address the envelope?

FIRST NAME:

ATEXT	AVALUE
I prefer not to answer	-7
I don't know	-8

MAILLNAM
TYPE: TextEntry
ProgrammerNote: Asked if non-GPS household wants their travel logs mailed (FINALGFLAG <> 1 AND DOWNLOAD=2)
QASKEDIF:
LAST NAME:

ATEXT	AVALUE
I prefer not to answer	-7
I don't know	-8

MAILING_ADDRESS
TYPE: TextEntry
ProgrammerNote: Asked if non-GPS household wants their travel logs mailed (FINALGFLAG <> 1 AND DOWNLOAD=2)
QASKEDIF:
What address should we use to mail the travel logs to you…

ATEXT	AVALUE
[$FULLADDRESS]	1
Or a different address?	2

67.   MADDRESS_GEO

MADDRESS_STREET
TYPE: TextEntry
QASKEDIF: MAILING_ADDRESS=2
ProgrammerNote: Asked if respondent wants travel logs mailed to a different addressed then the sampled one
What is that preferred address?
STREET NUMBER AND NAME:

MADDRESS_CITY
TYPE: TextEntry
QASKEDIF: MAILING_ADDRESS=2
ProgrammerNote: Asked if respondent wants travel logs mailed to a different addressed then the sampled one

City:

MADDRESS_STATE
TYPE: TextEntry
QASKEDIF: MAILING_ADDRESS=2
ProgrammerNote: Asked if respondent wants travel logs mailed to a different addressed then the sampled one

State:

MADDRESS_ZIP
TYPE: TextEntry
QASKEDIF: MAILING_ADDRESS=2
ProgrammerNote: Asked if respondent wants travel logs mailed to a different addressed then the sampled one
ZIP:

68. PHONE1

PHONE1
TYPE: SelectSingle
ProgrammerNote: Asked if there is a phone match with the sampled address (PHONE IS NOT NULL)
QASKEDIF:
The number we have in our system for you is [$MAINPHONE]. Is that the best number to use if we need to reach you?

ATEXT	AVALUE
Yes	1
No	2
I prefer not to answer	-7

69. PHONE2

BPHONE1
TYPE: TextEntry
ProgrammerNote: Asked if there is no sampled phone number or respondent prefers to use a number other than the sampled phone number ('[$PHONE]' = 'null' OR '[$PHONE]' = '' OR '[$PHONE]' = ' ' OR [$PHONE1:C]=2)
FORMAT: ###-###-####
QASKEDIF:
Because we may need to talk with you, please give us the best telephone number to reach you on starting with the area code first.

70. PHONE3

PHTYPE
TYPE: SelectSingle
ProgrammerNote: Asked if there is a phone number (PHONE1=1 or BPHONE <> NULL)
QASKEDIF:
This number is a…

ATEXT	AVALUE
Work	1
Home	2
Cell	3
I prefer not to answer	-7
I don't know	-8

71. REMINDERSINFO

REMEMAIL1
TYPE: TextEntry
ProgrammerNote: Asked Always
FORMAT: NN@NN
QASKEDIF:
AREQUIREDIF: Never
We will contact you on [$DATEBEFORETRAVELFORMAT] to remind you about your travel day and to see if you have any questions. We will also contact you after your travel day to remind you to report your travel or to clarify information you have reported. Please give us the best email address to contact you…

ATEXT	AVALUE
EMAIL	OPEN – format: NN@NN

REMEMAIL2
TYPE: TextEntry
ProgrammerNote: Asked Always. Confirm that the two emails match.
FORMAT: NN@NN
QASKEDIF:
AREQUIREDIF: Never
Re-enter your email address for confirmation

ATEXT	AVALUE
EMAIL	OPEN – format: NN@NN

72. EMAILCONFIRMATION

EMAILCONFIRMATION
TYPE: TextEntry
ProgrammerNote: Asked if the two reminder emails don't match (REMEMAIL<>REMEMAIL2).
FORMAT: NN@NN
QASKEDIF:
AREQUIREDIF: Never

The two email addresses you just supplied do not match. Please confirm which email address is correct...

ATEXT	AVALUE	BRANCH
[$REMEMAIL]	1	REMINDERS2
[$REMEMAIL2]	2	REMINDERS2
Neither	3	REMINDERSINFO

RMEMAIL
TYPE: COMPUTED
CASE WHEN coalesce([$EMAILCONFORMATION:C],1)=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
[$REMEMAIL]	1
[$REMEMAIL2]	2

73. REMINDERS2

RMTXTNUM
TYPE: TextEntry
ProgrammerNote: Asked Always
FORMAT: ###-###-####
QASKEDIF:
AREQUIREDIF: Never

If you would also like to receive reminders by text message please enter your cell phone starting with the area code first.

ATEXT	AVALUE
PHONE	OPEN – format: ###-###-####

74. RETPREF1

[RETPREFVAR]
TYPE: Calculated

CASE WHEN initiationmode=WEB THEN 1 ELSE 2 END

ATEXT	AVALUE
After your travel day, we will contact you again to have you report the information [$YOU3] record in your [$LOG]. Since you are reporting this step by web, we assume you will want to do the same for the final step of the survey. If not, select 'Phone' below.	1
Report your travel details via telephone	2

75.   RETPREF2

RETPREF
TYPE: SelectSingle
ProgrammerNote: Asked Always. Default value = 1
QASKEDIF:

[$RETPREFVAR]

ATEXT	AVALUE
Web	1
Phone	2

76.   LINK

[LINK]
TYPE: Calculated

CASE WHEN [$DOWNLOAD]=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
Please click here "https://www.MiTravelCounts.com/Files/Travel_Log_en.pdf" to print your log(s). Be sure to print a copy for each member of your household. Click here "https://mitravelcounts.com/Files/Survey_Packet_en.pdf" to print survey instructions and examples. You only need one copy of the instructions and examples.	1
	2

77.   THANK1

THANK1
TYPE: Display
QASKEDIF: Always
ProgrammerNote: Asked Always

Thank you for agreeing to taking part in this important travel survey sponsored by the [$SAMPLE_SPONSOR].

[$LINK]

78.   END

[END]
TYPE: LabelOnly
QASKEDIF:0
NOTE: Branch to SMS if CATI, Public Site if WEB

79. METADATA

ENDSURVEY
TYPE:
QASKEDIF:
ProgrammerNote: Displayed if recruitment has closed.
Should be the first question in the survey

Welcome to the MI Travel Counts survey. We appreciate your interest in participating in the survey; however, we have completed this phase of the survey and we are no longer accepting additional participants at this time.

Please feel free to share your opinions about transportation in your region with us via our "contact us" page at "MITravelCounts.com/ContactUs.aspx" or by calling 1-855-774-1800.

You will be taken back to the survey homepage by clicking 'CONTINUE'.

ATEXT	AVALUE
CONTINUE	1

RECALLS/QUESTION DISPLAYS

SAMPLE_AREA
TYPE: Calculated

CASE WHEN SPONSOR=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
Michigan Travel Counts	1
Michigan Travel Counts in Southeast Michigan	2

SAMPLE_SPONSOR
TYPE: Calculated

CASE WHEN SPONSOR=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
Michigan Department of Transportation	1
Michigan Department of Transportation and the Southeast Michigan Council of Governments	2

PERSON_PEOPLE
TYPE: Calculated

CASE WHEN HHSIZ=1 THEN 1 ELSE 2 END

TEXT	CODE
person	1
people	2

YOUR_TRAVEL
TYPE: Calculated

CASE WHEN HHSIZ=1 THEN 1 ELSE 2 END

TEXT	CODE
your travel	1
travel by you and each member of your household	2

YOU1
TYPE: Calculated

CASE WHEN [$R]=1 THEN 1 ELSE 2 END

TEXT	CODE
you	1
[FNAME]	2

YOU2
TYPE: Calculated

CASE WHEN HHSIZ=1 THEN 1 ELSE 2 END

TEXT	CODE
you	1
each of you	2

YOU3

TYPE: Calculated

CASE WHEN HHSIZ=1 THEN 1 ELSE 2 END

TEXT	CODE
you	1
you and the other members of your household	2

YOU4

TYPE: Calculated

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you do	1
[FNAME] does	2

YOU5

TYPE: Calculated

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you are	1
[FNAME] is	2

LOG

TYPE: Calculated

CASE WHEN HHSIZ=1 THEN 1 ELSE 2 END

TEXT	CODE
log	1
logs	2

YOUR_LOG

TYPE: Calculated

CASE WHEN [$HHSIZ]=1 THEN 1 ELSE 2 END (3 and 4 are not used)

TEXT	CODE
your travel log	1
the travel logs	2
the package	3
the materials	4

YOUR_NEXT

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
your	1
the next person's	2

ARE_YOU

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
are you	1
is [FNAME]	2

ARE_YOU_CAP

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
Are you	1
Is [FNAME]	2

YOU_ARE

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you are	1
[FNAME] is	2

YOU_ARE_CAP

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
You are	1
[FNAME] is	2

DO_YOU_CAP

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
Do you	1
Does [FNAME]	2

DO_YOU

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
do you	1
does [FNAME]	2

IS_YOUR

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
Is your	1
Is [FNAME]	2

YOU_TELECOMMUTE
TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you telecommute	1
[FNAME] telecommutes	2

YOUR2
TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
your	1
[FNAME]'s	2

YOUR3
TYPE: computed

CASE WHEN $R=1 THEN 1

WHEN $R>1 AND SEX=1 THEN 2

WHEN $R>1 AND SEX=2 THEN 3

ELSE 4 END

TEXT	CODE
your	1
his	2
her	3
[$FNAME]'s	4

YOU
TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you	1
they	2

YOU_HAVE
TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you have	1
[FNAME] has	2

YOU_HAVE_CAP
TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
You have	1
[FNAME] has	2

HAVE_HAS

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
have	1
has	2

DAYCARE

TYPE: computed

CASE WHEN ([AGE]<5 AND [AGE] >=0) OR ([AGE] <=0 AND [AAGE:C] IN [1,2]) THEN 1 ELSE 2 END

TEXT	CODE
" daycare, "	1
	2

TECH_UNI

TYPE: computed

CASE WHEN [AGE]>16 OR [AAGE:C] > 2 THEN 1 ELSE 2 END

TEXT	CODE
"technical school, or university"	1
	2

PRIMARY

TYPE: Computed

CASE WHEN [$R]>1 THEN 1 ELSE 2 END

ATEXT	AVALUE
" primary"	1
	2

YOUR_EMPLOYER

TYPE: Computed

CASE WHEN JOBS>1 THEN 1 ELSE 2 END

ATEXT	AVALUE
[$YOUR2] primary employer	1
[$YOUR2] employer	2

I_DO_

TYPE: Computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
I do	1
[$FNAME] does	2

YOU_DO_

TYPE: Computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
you do	1
[$FNAME] does	2

HAVE_YOU_CAP

TYPE: computed

CASE WHEN [$R]=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
Have you	1
Has [FNAME]	2

HAVE_YOU

TYPE: computed

CASE WHEN [$R]=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
have you	1
has [FNAME]	2

YOU_WORK

TYPE: COMPUTED

CASE WHEN $R = 1 THEN 1 WHEN $R>1 AND GENDER = 1 THEN 2 WHEN $R>1 AND GENDER = 2 THEN 3 ELSE 4 END

ATEXT	AVALUE
you work	1
he works	2
she works	3
[FNAME] works	4

YOUR_SCH

TYPE: Computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
your school	1
[FNAME]'s school	2

80. THANK02

INT_THANK02

Type: SelectSingle
Qaskedif: CHGADDPHYS=-7

Invitations to participate in the survey are based on addresses. We must confirm that you live at the address we just asked about to continue with the survey. Do you live at…

[$BASESTRT][$BASEAPT]

[$BASECITY], [$BASESTAT] [$BASEZIP]

ATEXT	AVALUE	BRANCH
I live at the above address	102	HGEOCODE
I do not live at the above address	603	THANK03

81. THANK03

THANK03

Type:
Qaskedif: (CHGADDPHYS=5) or INT_THANK02=2

Invitations to participate in the survey are based on addresses. Because you do not live at the address we just asked about, you are not eligible to take part in the survey. Thank you for visiting our website.

82. THANK04

THANK04
Type:
Qaskedif: (CHGADDPHYS=5 or -8) or INT_THANK02=2 or INT_HHCONV=500 or INT_VEHCONV=500

Thank you for your participation; those are all the questions we have at this time.

83. NOGOODDATE2

INT_NOGOODEXIT
TYPE: TextEntry
QASKEDIF: NEWTRIPDATE=3

Thank you – we will have someone contact you soon to try and arrange for a travel date that works for you.

ATEXT	AVALUE
CONTINUE	901

BRANCH:

CONDITION (INT_NOGOODEXIT)	NEXT PAGE:
901	END

84. ADULT_SET

TYPE: Calculated
ProgrammerNote: If there is a HHMEM at least 18 but they are not available (INT_A3=302) set disposition to "Callback to reach Adult" (302).
QASKEDIF:

=302

85. ADULT

INT_ADULT
TYPE: SelectSingle
QASKEDIF: MINAGE=2

The survey must be completed by an adult. Please ask an adult in your household to come back and complete the survey.

ATEXT	AVALUE
Continue to exit survey	302

86. NOADULT_SET

INT_NOADULT_SET
TYPE: Calculated
ProgrammerNote: If there is no respondent at least 18 or a HHMEM (INT_A3=606) set disposition to "No Adult" (606).
QASKEDIF:

=606

87.   NOADULT

INT_NOADULT
TYPE: SelectSingle
QASKEDIF: INT_MINAGE=501

Thank you but we can only conduct the survey with households where there is at least one person 18 or older living in the household.

ATEXT	AVALUE
Select to exit survey	606

Appendix D

Recruitment Script (CATI)

MTCIII / STC15 Household Travel Survey:
CATI Recruitment Script Final May 2015

General Documentation Notes:

- Numbered orange heading lines indicate a new screen
- Blue heading lines indicate a new variable or skip logic
- "Type" indicates the type of variable that will be collected
    - SelectSingle – Select one option from list provided
    - SelectMultiple – Select multiple option from list provided
    - NumberEntry – Number field within the range provided
    - TextEntry – Open text field
    - CalendarDropDown – Select a date from a calendar provided
    - Computed- Calculate variable used in recalls
- ProgrammerNote provides the logic for when the question will be presented
- In CATI instruments, the text in ALL CAPS is for instruction to the CATI interviewer and is not to be read out loud
- RECALLS are used to display respondent dependent text (e.g., he/she or a name)
    - A list of all the recalls used are found at the end of the document
- Exit interview language (e.g. thank you screens) are found at the end of the document
- Travel day reminder and re-contact screens are found at the end of the document

1. PILOTSAMP_REC

PILOTSAMP_REC
TYPE: computed
CASE WHEN R_GROUP=1001 THEN 1

ELSE 2 END

BRANCH	CODE
PHASE1REC_SET	1
SINTRO1	2

2. PHASE1REC_SET

INT_PHASE1REC_SET
TYPE: Calculated
ProgrammerNote: If the HH was sampled for the pilot (R_GROUP=1001) set disposition to "Invalid Release Group" (608). A response to INT_PHASE1REC will overwrite INT_PHASE1REC_SET.
QASKEDIF:

=608

3. PHASE1REC

INT_PHASE1REC
TYPE: SelectSingle
ProgrammerNote: Asked if HH was sampled for the pilot (R_GROUP=1001)
QASKEDIF:

I see that your household was selected to participate in the first phase of the survey, which is now closed. We are currently conducting the second phase of the survey and your household has not been selected to participate in this phase.

Thank you for your interest in the MI Travel Counts survey!

ATEXT	AVALUE
EXIT THE SURVEY	608

1. SINTRO1

SINTRO1
TYPE: SelectSingle
ProgrammerNote: Always asked. Displayed for all CATI interviews (INITIATIONMODE=CATI)
QASKEDIF:

FOR OUTBOUND CALLS USE THIS TEXT:
Hello, my name is [INTERVIEWER_NAME]. I am calling about the MI Travel Counts survey being conducted by the [$SAMPLE_SPONSOR].

Your household has been randomly selected to be part of this important survey about transportation in in Michigan.

Are you a member of this household and at least 18 years old?

FOR INBOUND CALLS USE THIS TEXT:
Hello, my name is [INTERVIEWER_NAME]. Thank you for calling to be part of the MI Travel Counts survey. The study is being conducted by [$SAMPLE_SPONSOR].

Before we begin the survey I need to confirm that you are a member of this household and at least 18 years old?

ATEXT	AVALUE	BRANCH
YES, RESPONDENT IS AT LEAST 18 AND A HOUSEHOLD MEMBER	1	INTRO1
NO, RESPONDENT IS EITHER NOT AT LEAST 18 OR A NOT HOUSEHOLD MEMBER	2	A2
ANSWERING MACHINE	101	READMSG
NONWORKING, DISCONNECTED, CHANGED	102	INT_RESULT

2. A2

A2
TYPE: SelectSingle
ProgrammerNote: Asked if respondent ($R=1) is not at least 18 or HHM (SINTRO1=2)
Qaskedif:

May I please speak with a household member who is at least 18 years old?

[IF NEEDED: Household members are people who think of the household as their primary residence. It includes people who usually stay in the household but are temporarily away on business, vacation, or in the hospital. It does not include someone just visiting, such as a college student who normally lives away at school.

ATEXT	AVALUE	BRANCH
AVAILABLE	102	SINTRO1
NOT AVAILABLE AT THIS TIME	302	ADULT2
THERE ARE NONE	3	A3_SET
GO TO RESULT	500	INT_RESULT

3. A3_SET

INT_A3_SET
TYPE: Calculated
ProgrammerNote: If there no household members over 18 years old (A2=3) set disposition to "Callback to reach Adult" (302). A response to INT_A3 will overwrite INT_A3_SET.
QASKEDIF:

=302

4. A3

INT_A3
TYPE: SelectSingle
ProgrammerNote: If there no household members over 18 years old (A2=3)
Qaskedif:

Is there at least one person over 18 living at this address?

IF RESPONDENT IS A CHILD, ASK FOR AN OLDER HOUSEHOLD MEMBER.

ATEXT	AVALUE	BRANCH
NO ONE LIVING IN HH IS 18 OR OLDER	606	NOADULT
THERE ARE HHMS 18 OR OLDER BUT NOT AVAILABLE NOW	302	ADULT
THERE ARE HHM 18 OR OLDER AVAILABLE NOW	102	SINTRO1

5. INTRO1

INTRO1
TYPE: Select Single
ProgrammerNote: Displayed for all CATI interviews (INITIATIONMODE=CATI)
QASKEDIF:

The study we are conducting is about daily travel across the state of Michigan. As part of this study, we are asking the people in your household to keep track of all the places they go for one day. After that one day, we will ask you to tell us about all the places each of you went on that day. As a thank you, we will send your household a $20 check after you successfully complete the full survey.

Some households have also been selected to take part in a special technology-based survey. If you have been selected for this, we will tell you more details after we collect some information about your household.

Your participation is voluntary, and your answers will be confidential as required by law.

[IF NEEDED: Good transportation facilities and services are essential for access to jobs, schools, health care, and other important daily activities. To keep our area moving, we need data on how, when, where, and why people travel. This information helps leadership make important decisions about how and where to invest your federal and state gas taxes. Your participation will help us better plan for future transportation needs in your community and Michigan as a whole.]

ATEXT	AVALUE
Continue with survey	100

6. ADD_CHECK

CHGADDPHYS
TYPE: SelectSingle
ProgrammerNote: Asked if addresses is not a PO Box (POBOXFLAG=0)
QASKEDIF:

To help us understand the things that influence your travel choices, we have a few questions about your household.

First, we want to confirm your address. Do you live at…

> [$BASESTRT][$BASEAPT]

> [$BASECITY], [$BASESTAT] [$BASEZIP]

ATEXT	AVALUE	BRANCH
YES	1	ADD_CHECK3
NO, THE APARTMENT NUMBER IS INCORRECT	2	ADD_CHECK2
NO, THE ZIP CODE IS INCORRECT	3	ADD_CHECK2
NO, BOTH THE APARTMENT NUMBER AND ZIP CODE ARE INCORRECT	4	ADD_CHECK2
NO, THIS IS NOT RESPONDENT'S ADDRESS	5	INT_THANK03
REFUSED	-7	INT_THANK02
DON'T KNOW	-8	INT_THANK02

7. CHADDBOX

CHADDBOX
TYPE: SelectSingle
ProgrammerNote: Asked if address is a PO Box (POBOXFLAG=1)
QASKEDIF:

The P.O. Box mailing address we have on file for you is:

> [$BASESTRT][$BASEAPT]

> [$BASECITY], [$BASESTAT] [$BASEZIP]

Is this correct?

ATEXT	AVALUE	BRANCH
YES	1	HGEOCODE
NO, THE ZIPCODE IS INCORRECT	3	ADD_CHECK2
NO, THIS IS NOT RESPONDENT'S ADDRESS	5	INT_THANK03
REFUSED	-7	INT_THANK02
DON'T KNOW	-8	INT_THANK02

8. ADD_CHECK2

CHGADD1
TYPE: TextEntry (10 characters)
ProgrammerNote: Asked if apt number or both apt number and zipcode are incorrect (CHGADD IN (2, 4))
QASKEDIF:

What is your correct apartment number?

CHGADD2
Type: TextEntry (5 characters)
ProgrammerNote: Asked if zip code or both apt number and zipcode are incorrect (CHGADD in (3, 4))
QASKEDIF:

What is your correct zip code?

9. ADD_CHECK3

HGEOCODE
TYPE: GeoCodeAddress
ProgrammerNote: Asked if sample address is a PO BOX (POBOXFLAG=1). Write the address to TBW.
QASKEDIF:

SEARCH FOR AND CONFIRM THE LOCATION ON THE MAP ON THE RIGHT

Because this is a survey about where and how people travel, we need to record the physical address of your home.

[ENTER ADDRESS]

[IF NEEDED: I am now using a google mapping tool to map your address – the tool places your address on the map near: (DESCRIBE PLACEMENT)

Does that sound like the correct location?]

10.   POBOX1

HASPOBOX
Type: SelectSingle
ProgrammerNote: Not a PO Box in the sampled address (POBOXFLAG=0).
QASKEDIF:

Do you also use a P.O. Box to receive personal mail?

ATEXT	AVALUE	BRANCH
YES	1	POBOX2
NO	2	HHSIZP

11.   POBOX2

PB_NUMBER
Type: TextEntry
ProgrammerNote: Asked if respondent has both sampled address and PO Box (HASPOBOX=1)
QASKEDIF:

What is your P.O. Box address:

P.O. Box NUMBER:

PB_CITY
Type: TextEntry
ProgrammerNote: Asked if respondent has both sampled address and PO Box (HASPOBOX=1)
QASKEDIF:

CITY:

PB_STATE
Type: TextEntry
ProgrammerNote: Asked if respondent has both sampled address and PO Box (HASPOBOX=1)
QASKEDIF:

STATE:

PB_ZIP
Type: TextEntry
ProgrammerNote: Asked if respondent has both sampled address and PO Box (HASPOBOX=1)
QASKEDIF:

ZIP:

POBOX
Type: Calculated
ProgrammerNote: Asked if respondent has both sampled address and PO Box (HASPOBOX=1)
QASKEDIF:

|| 'PO BOX ' || '[$PBNUMBER]' || ', ' || '[$PBCITY]' || ', ' || '[$PBSTATE]' || '[$PBZIP]'

12.   HHSIZP

HHSIZ
TYPE: NumberEntry (1-12)
ProgrammerNote: Asked Always
QASKEDIF:

<u>Including yourself</u>, how many people live in your home?

ATEXT	AVALUE
REFUSED	-7
DON'T KNOW	-8

13. HHCONV_SET

INT_HHCONV_SET
TYPE: Calculated
ProgrammerNote: If respondent doesn't supply an actual number to HHSIZ (HHSIZ IN (-7, -8)) set disposition to "Initial Refusal" (500). A response to INT_HHCONV will overwrite INT_HHCONV_SET.
QASKEDIF:

=500

14. HHCONV

INT_HHCONV
TYPE: SelectSingle
ProgrammerNote: Asked if respondent doesn't supply an actual number to HHSIZ (HHSIZ IN (-7, -8)
QASKEDIF:

The reason we ask about the number of people living in your household is because this information is directly related to the types and number of trips that households make and because it helps us understand the travel patterns and needs of the community. Without a response, we cannot continue the survey.

Will you please tell us, how many people, including yourself, live in your home?

TEXT	CODE	BRANCH
RESPONDENT AGREES TO PROVIDE THE NUMBER OF HH MEMBERS	101	HHSIZP
RESPONDENT REFUSES TO PROVIDE THE NUMBER OF HH MEMBERS	500	THANK04

15. HOME1

HOMEOWN
TYPE: SelectSingle
Programmer Note: Asked of all HHs in the SEMCOG region, even if selected for the MDOT sample frame. (SPONSOR > 1)
QASKEDIF:

Do you…

ATEXT	AVALUE
Own your home without a mortgage	1
Own your home with a mortgage	2
Rent your home	3
Occupy your home without payment of rent	4
Some other arrangement	97
REFUSED	-7
DON'T KNOW	-8

HOMEOWN_O
TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other,Specify to HOMEOWN (HOMEOWN=97)
QASKEDIF:

Please describe your arrangement.

16. HHVEH

HHVEH
TYPE: NumberEntry (0-12)
ProgrammerNote: Asked Always
QASKEDIF:

How many motor vehicles are owned, leased, or available for regular use by the people who live in your household? Please be sure to include motorcycles, mopeds and RVs.

ATEXT	AVALUE
REFUSED	-7
DON'T KNOW	-8

17. VEHCONV_SET

INT_VEHCONV_SET
TYPE: Interrupt
ProgrammerNote: If respondent doesn't supply an actual number to HHVEH (HHVEH IN (-7, -8)) set disposition to "Initial Refusal" (500). A response to VEHCONV will overwrite INT_VEHCONV_SET.
QASKEDIF:

=500

18. VEHCONV

INT_VEHCONV
Type: SelectSingle
ProgrammerNote: Asked if respondent doesn't supply an actual number to HHVEH (HHVEH IN (-7, -8))
QASKEDIF:

Knowing how many vehicles are available to households in the survey is important for transportation planners because this information is related to the types of trips that people make and because it helps us understand the travel patterns and needs of the community.

Without a response to this question, we cannot continue the survey. Will you please tell us, how many motor vehicles are owned, leased, or available for regular use by the people who live in your household? Please be sure to include motorcycles, mopeds and RVs.

ATEXT	AVALUE	
RESPONDENT AGREES TO PROVIDE THE NUMBER OF VEHICLES	102	HHVEH
RESPONDENT CHOOSES TO QUIT THE SURVEY	500	INT_THANK04

19. PERSONSTART

[STARTING]
TYPE: computed

CASE WHEN [$R]=1 THEN 1 ELSE 2 END

TEXT	CODE
"Now, we are going to ask some details about each person living in your household, starting with you…. "	1
	2

AGE_COMPUTED
TYPE: computed

CASE WHEN [$R]=1 THEN 1 ELSE 2 END

TEXT	CODE
	1
[TYPE '0' IF CHILD IS UNDER ONE YEAR OLD]	2

20. PERSON1

FNAME
TYPE: TextEntry
ProgrammerNote: Asked Always
QASKEDIF:

[$STARTING]What is [$YOUR_NEXT] first name?

[IF NEEDED: We ask for names only so we can make sure we ask the right questions of everyone. You can use initials, abbreviations, or nicknames if you want. We just ask that no two are the same and that what you use is meaningful to each of you.]

21.   PERSONAGE

AGE
TYPE: NumberEntry (0-110)
ProgrammerNote: Asked Always
QASKEDIF:
How old [$ARE_YOU]?

[$AGE_COMPUTED]

ATEXT	AVALUE	BRANCH
REFUSED	-7	AAGE
DON'T KNOW	-8	AAGE

22.   PERSONAGECHECK

AGECHECK
TYPE: SelectSingle
ProgrammerNote: Asked if subject AGE is "0" (AGE=0)
QASKEDIF:
You just reported that [$FNAME] is 0 years old. Please confirm that this is a child under one year old.

ATEXT	AVALUE	BRANCH
YES, SUBJECT IS UNDER ONE YEAR OLD	1	SEX
NO, SUBJECT IS NOT UNDER ONE YEAR OLD	2	AGE

AGECHECK2
TYPE: SelectSingle
ProgrammerNote: Asked if subject AGE is <18 AND $R=1
QASKEDIF:
You just reported that you are under 18 years old but earlier, you confirmed you were at least 18. Please confirm that you are under 18.

ATEXT	AVALUE	BRANCH
YES, UNDER 18	1	ADULT2
NO, FIX AGE	2	AGE

23.   PERSON3

AAGE
TYPE: SelectSingle
ProgrammerNote: Asked if respondent doesn't supply an actual number for AGE (AGE IN (-7, -8))
QASKEDIF:

Because we want to make sure to ask questions that are age appropriate, in which age group [$DO_YOU] belong…

ATEXT	AVALUE
0-4 years old,	1
5-15 years old,	2
16-17 years old,	3
18-64 years old,	4
65-75 years old, or	5
76 years old or older?	6
REFUSED	-7
DON'T KNOW	-8

SEX
TYPE: SelectSingle
ProgrammerNote: Asked Always
QASKEDIF:

 [IF SEX IS OBVIOUS CODE, ELSE ASK]

[$ARE_YOU_CAP] male or female?

ATEXT	AVALUE
MALE	1
FEMALE	2
REFUSED	-7
DON'T KNOW	-8

24.   PERSONAGECHECK2

AGECHECK3
TYPE: SelectSingle
ProgrammerNote: Asked if subject AAGE IN (1,2,3) AND $R=1
QASKEDIF:

You just reported that you are under 18 years old but earlier, you confirmed you were at least 18. Please confirm that you are under 18…

ATEXT	AVALUE	BRANCH
YES, UNDER 18	1	INT_ADULT
NO, FIX AGE	2	AAGE

25. PERSON3B

AGE18
TYPE: SelectSingle
ProgrammerNote: Asked if respondent is not person one and doesn't supply a response to Age Category ([$R]>1 and AAGE IN (-7, -8)
QASKEDIF:

[$ARE_YOU_CAP] 18 years of age or older?

ATEXT	AVALUE
YES, 18 OR OLDER	1
NO, UNDER 18	2
REFUSED	-7
DON'T KNOW	-8

26. LICENSE1

LIC
TYPE: SelectSingle
ProgrammerNote: Asked if over subject is over 16 (AGE >= 16 or AAGE NOT IN (1,2))
QASKEDIF:

[$DO_YOU_CAP] have a valid driver's license?

ATEXT	AVALUE	BRANCH
YES	1	DRIVE
NO	2	NOLIC
REFUSED	-7	DRIVE
DON'T KNOW	-8	DRIVE

27.   LICENSE2

NOLIC
TYPE: SelectSingle
ProgrammerNote: Asked if over subject is over 16 and doesn't have a driver's license (LIC = 2)
QASKEDIF:

What is the main reason [$YOU4] not have a driver's license? Is it because…

ATEXT	AVALUE
owning or maintaining a car is too expensive,	1
the cost of insurance is too expensive,	2
[$YOU_DO] not need a driver's license,	3
it has been suspended or revoked,	4
[$YOU_HAVE] have medical/physical limitations, or	5
[$YOU_PREFER] to use alternative types of transportation, like public transportation, taxis or rideshare	6
OTHER SPECIFY	97
REFUSED	-7
DON'T KNOW	-8

NOLIC_O
TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other,Specify to NOLIC (NOLIC=97)
QASKEDIF:
Please describe why [$YOU4] not have a driver's license.

28.   DRIVE

DRIVE
TYPE: SelectSingle
ProgrammerNote: Asked if over subject is over 16 and has a driver's license (LIC=1)
QASKEDIF:
[$DO_YOU_CAP] drive?

ATEXT	AVALUE	BRANCH
YES	1	PMORE
NO	2	NODRIVE
REFUSED	-7	PMORE
DON'T KNOW	-8	PMORE

29. NODRIVE

NODRIVE
TYPE: SelectSingle
ProgrammerNote: Asked if over subject is over 16 and has a driver's license but doesn't drive (DRIVE=2)
QASKEDIF:

What is the main reason [$YOU4] not drive? Is it because...

ATEXT	AVALUE
owning or maintaining a car is too expensive,	1
the cost of insurance is too expensive,	2
driving makes [$YOU1] nervous,	3
[$YOU_HAVE] have medical/physical limitations, or	4
[$YOU_PREFER] to use alternative types of transportation, like public transportation, taxis or rideshare	5
OTHER, SPECIFY	97
REFUSED	-7
DON'T KNOW	-8

NODRIVE_O
TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other,Specify to NODRIVE (NODRIVE=97)
QASKEDIF:
Please describe why [$YOU4] not drive

PERSONGPSELIGIBLE
Type: Computed
CASE WHEN (AGE>=16 AND AGE<=75) OR AAGE IN [3, 4, 5] OR AGE18=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
GPS ELIGIBLE	1
NOT GPS ELIGIBLE	2

30. PMORE

PMORE
TYPE: Computed
ProgrammerNote: Person write-out to TBW.
CASE WHEN $R<HHSIZ THEN 1 ELSE 2

ATEXT	AVALUE	BRANCH
More to report	1	PERSONSTART+
Done reporting people	2	PMORE2

31. PMORE2

PMORE2

```
TYPE: SelectSingle
ProgrammerNote: Asked if the number of household members is greater than or equal to HHSIZ
($R>=HHSIZ)
QASKEDIF:
```

So far, you have reported that [$R] [$PERSON_PEOPLE] live in your household. Have we missed anyone else who lives with you?

ATEXT	AVALUE	BRANCH
RESPONDENT HAS MORE HH MEMBERS TO REPORT	1	PERSONSTART+
RESPONDENT IS DONE REPORTING PEOPLE	2	HHINC

End Person Roster

GPSELIGIBLE

```
TYPE: Computed
```

Is this a GPS sampled household (GFLAG=1)?

First check to confirm that there are age eligible household members and then check if there are available travel dates for this HH based on the get travel date function are <=21 days from the current date. If not, set FINALGLFAG to 4. Then evaluate the following:

CASE WHEN [$GFLAG]=1 THEN (SELECT count(*) FROM wgs.wgs_surveydata WHERE sampno = '[$SAMPLE]' AND instrumentid = 101 AND qvar = 'PERSONGPSELIGIBLE' AND avalue = '1') ELSE 0 END

NEWGFLAG

```
TYPE: Computed
```

CASE WHEN [$GFLAG] = 1 AND [$GPSELIGIBLE:C] >= 1 THEN 1 ELSE 2 END

ATEXT	AVALUE
GPS ELIGIBLE HOUSEHOLD	1
GPS INELIGIBLE HOUSEHOLD	2

32. HHINC

HHINC
TYPE: SelectSingle
ProgrammerNote: Asked Always
QASKEDIF:

In surveys like these, households are sometimes grouped according to income. Because income is related to how, when and why people go from place to place, and because we want to be sure to include all types of households in our survey, please identify which category represents your total household income for last year.

ATEXT	AVALUE
Less than $15,000	1
$15,000 to $24,999	2
$25,000 to $34,999	3
$35,000 to $49,999	4
$50,000 to $74,999	5
$75,000 to $99,999	6
$100,000 to $124,999	7
$125,000 to $149,999	8
$150,000 or more	9
REFUSED	-7
DON'T KNOW	-8

Work and School Module

Begin Person Work Roster

Note: For work questions, unless otherwise specified, only ask if the following is true:

([$AGE]>=16 OR ([$AGE] <= 0 AND [$AAGE:C] NOT IN (1, 2))) AND coalesce([$EMPLY_ASK:C], 0)<>2

33. WORKINTRO

JOBTEXT
TYPE: Computed
CASE WHEN [$R]=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
Now we have some questions about work activities. Michigan's transportation community is interested in where people work because travel to work often affects other daily travel.	1
	2

34. EMPLY

EMPLY_ASK
TYPE: SelectSingle
ProgrammerNote: Asked if over subject is over 16 (Age >= 16 or AAGE NOT IN (1,2))
QASKEDIF:

[$JOBTEXT]

[$ARE_YOU_CAP] employed?

[IF NEEDED: Being employed includes doing any work for pay.]

ATEXT	AVALUE
YES	1
NO	2
REFUSED	-7
DON'T KNOW	-8

35. WORK1

JOBS
TYPE: NumberEntry (0-9)
ProgrammerNote: Asked if subject is 16 or older who are employed or refused to answer (EMPLY IN (1, -7, -8))
QASKEDIF:

How many jobs [$DO_YOU] work?

ATEXT	AVALUE
REFUSED	-7
DON'T KNOW	-8

36. EMPLYNOJOB

EMPLYNOJOB
TYPE: SelectSingle
ProgrammerNote: Asked if subject is employed but has 0 JOBS (EMPLY_ASK=1 AND (JOBS = 0 or Null)). If respondent says they are not employed (EMPLYNOJOB=1) recode EMPLY_ASK=2 and branch to WKSTAT.
QASKEDIF:

You just reported that [$YOU_ARE] employed but [$HAVE_HAS] no jobs. Which of the following is correct?

ATEXT	AVALUE	BRANCH
[$YOU_ARE_CAP] not employed	1	WKSTAT
[$YOU_HAVE_CAP] at least one job	2	JOBS

37. WORK2

WKSTAT

ProgrammerNote: Asked if subject is not employed or is employed but doesn't supply the number of JOBS they work (EMPLY_ASK=2 or JOBS=0 or Null) or EMPLYNOJOB IN (1,-7,-8))
Default Value: IF JOBS>=1 THEN WKSTAT=0
QASKEDIF:
Default Value: JOBS>=1->0
Which of the following best describes [$YOUR2] employment status? [$ARE_YOU_CAP]…

ATEXT	AVALUE	ASHOWNIF
WORKER, INCLUDING SELF EMPLOYED	0	NEVER
Retired,	1	
A homemaker,	2	
Unemployed, but looking for work,	3	
Unemployed, not looking for work,	4	
A student (PART-TIME OR FULL-TIME),	5	
A disabled, non-worker, or	6	
Something else?	97	
REFUSED	-7	
DON'TKNOW	-8	

WKSTAT_O
TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other,Specify to WKSTAT (WKSTAT=97)
QASKEDIF:
Please describe [$YOUR2] employment status.

38. EMPLOYER1

EMPLYTYPE
TYPE: SelectSingle
ProgrammerNote: Asked if subject is 16 or older and has a job (JOBS>=1 or JOBS IN (-7, -8)
QASKEDIF:
Which of the following best describes [$YOUR_EMPLOYER]? [$DO_YOU_CAP] work for a…

ATEXT	AVALUE
Private employer,	1
State/Local Government,	2
Federal Government as a Civilian,	3
Military, or	4
[$ARE_YOU_CAP] self-employed?	5
OTHER SPECIFY	97
REFUSED	-7
DON'T KNOW	-8

EMPLYTYPE_O
TYPE: TextEntry
QASKEDIF: [$WKSTAT]=97
ProgrammerNote: Asked if respondent responds Other,Specify to EMPLYTYPE

Please describe [$YOUR2] type of employer.

39. WORK3

WPLACE
TYPE: SelectSingle
ProgrammerNote: Asked if subject is 16 or older and has a job (JOBS>=1 or JOBS IN (-7 or -8))
QASKEDIF:

[$DO_YOU_CAP] go to the same work place every day that [$YOU_WORK]?

ATEXT	AVALUE
SAME LOCATION EVERY DAY	1
HOME	2
NO FIXED WORK PLACE	3
REFUSED	-7
DON'T KNOW	-8

40. WORKGEOCODE

WADDR
TYPE: GeoCodePage
ProgrammerNote: Asked if subject is 16 or older, has a job and works at the same location every day or refuses to answer WPLACE (JOBS]>=1 or JOBS IN (-7 or -8) & WPLACE IN (1, -7, -8)). Work write-out to TBW.
QASKEDIF:

What is the name and address of [$YOUR_EMPLOYER]?

41. WORK4

WMODE

TYPE: SelectSingle
ProgrammerNote: Asked if subject is 16 or older, has a job and doesn't work from home (JOBS>=1 or JOBS IN (-7 or -8) & WPLACE <> 2)
QASKEDIF:

How [$DO_YOU] usually travel to work?

ATEXT	AVALUE
WALK	1
BICYCLE	2
MOTORCYCLE/MOPED	3
AUTO/VAN/TRUCK (AS THE DRIVER)	4
AUTO/VAN/TRUCK (AS THE PASSENGER)	5
CARPOOL/VANPOOL	6
SCHOOL BUS	7
PUBLIC TRANSIT – LOCAL BUS	8
DIAL-A-RIDE/PARATRANSIT	9
PRIVATE BUS OR SHUTTLE	10
TAXI/LIMO	11
TRAIN/AMTRAK	12
DETROIT PEOPLE MOVER	13
AIRPLANE	14
BOAT/FERRY	15
SUBJECT DOES NOT TRAVEL TO WORK	16
OTHER, SPECIFY	97
REFUSED	-7
DON'T KNOW	-8

WMODE_O

TYPE: SelectSingle
ProgrammerNote: Asked if respondent responds Other,Specify to WMODE (WMODE=97)
QASKEDIF:

Please describe how [$YOU] usually travel to work.

42. WORK12

TCOFF

```
TYPE: SelectSingle
ProgrammerNote: Asked if subject is 16 or older, has a job and is not self-employed worker who
works from home (JOBS>=1 or JOBS IN (-7,-8)) AND NOT (EMPLYTYPE=5 AND WPLACE=2)
QASKEDIF:
```

Regardless of whether **Error! Reference source not found.**, is telecommuting offered at **Error! Reference source not found. Error! Reference source not found.** workplace?

TEXT	CODE
YES	1
NO	2
REFUSED	-7
DON'T KNOW	-8

43. WORK13

TCDAYS

```
TYPE: NumberEntry(0-7)
ProgrammerNote: Asked if subject is 16 or older, has a job and telecommuting is offered (TCOFF=1)
QASKEDIF:
```

How many days [DO_YOU] telecommute per week (meaning [YOU_WORK] from home instead of traveling to [YOUR2] workplace)?

ATEXT	AVALUE
REFUSED	-7
DON'T KNOW	-8

44. WORK14

INDUS
TYPE: SelectSingle
ProgrammerNote: Asked if subject is 16 or older and has a job (JOBS>=1 or JOBS IN (-7 or -8))
Note: Place choices in two columns
QASKEDIF:

What is [$YOUR_EMPLOYER]'s industry?

[IF INDUSTRY TYPE IS NOT IMMEDIATELY OBVIOUS SELECT "OTHER, SPECIFY" AND ENTER JOB TITLE/DESCRIPTION]

ATEXT	AVALUE
AGRICULTURE, FORESTRY, FISHING AND HUNTING	11
MINING, QUARRYING, AND OIL AND GAS EXTRACTION	21
UTILITIES	22
CONSTRUCTION	23
MANUFACTURING	31
WHOLESALE TRADE	42
RETAIL TRADE	44
TRANSPORTATION AND WAREHOUSING	48
INFORMATION	51
FINANCE AND INSURANCE	52
REAL ESTATE, RENTAL AND LEASING	53
PROFESSIONAL, SCIENTIFIC AND TECHNICAL SERVICES	54
MANAGEMENT OF COMPANIES AND ENTERPRISES	55
ADMINISTRATION AND SUPPORT OF WASTE MANAGEMENT AND REMEDIATION SERVICES	56
EDUCATIONAL SERVICES	61
HEALTHCARE AND SOCIAL ASSISTANCE	62
ARTS, ENTERTAINMENT, AND RECREATION	71
FOOD AND DRINKING ESTABLISHMENTS	72
OTHER SERVICES (EXCEPT PUBLIC ADMINISTRATION)	81
PUBLIC ADMINISTRATION	92
OTHER, SPECIFY	97
REFUSED	-7
DON'T KNOW	-8

INDUS_O
TYPE:
ProgrammerNote: Asked if respondent responds Other,Specify to INDUS (INDUS=97)
QASKEDIF:

Please describe [$YOUR2] employer's industry.

45. DELIVERY

DELIVERY_DRIVER
TYPE: SelectSingle
ProgrammerNote: Asked if subject is over 16 years old and has a job (JOBS>=1 or JOBS IN (-7, -8)
QASKEDIF:

[$DO_YOU_CAP] drive for [$YOUR3_REC] daily work (for example, as a taxi driver, delivery driver, real estate agent, courier, or something similar)?

ATEXT	AVALUE
YES	1
NO	2
REFUSED	-7
DON'T KNOW	-8

46. SCHOOL1

STUDE
TYPE: SelectSingle
ProgrammerNote: Asked Always
QASKEDIF:

[$ARE_YOU_CAP] currently enrolled in any type of school, including [$DAYCARE] technical school, or university?

[IF YES: Is that full-time or part-time?]

ATEXT	AVALUE	BRANCH
YES - FULL TIME	1	SCHOOL2
YES - PART TIME	2	SCHOOL2
NO	3	SCHOOL6
REFUSED	-7	SCHOOL6
DON'T KNOW	-8	SCHOOL6

47.   SCHOOL2

SCHOL
TYPE: SelectSingle
ProgrammerNote: Asked if subject is enrolled in school (STUDE IN (1, 2))
QASKEDIF:
What school grade or level [$DO_YOU] attend?

ATEXT	AVALUE
DAYCARE	1
NURSERY/PRE-SCHOOL	2
KINDERGARTEN TO 8TH GRADE	3
9TH – 12TH GRADE	4
VOCATIONAL/TECHNICAL SCHOOL	5
2-YEAR COLLEGE (COMMUNITY COLLEGE)	6
4-YEAR COLLEGE OR UNIVERSITY	7
GRADUATE/PROFESSIONAL SCHOOL	8
OTHER, SPECIFY	97
REFUSED	-7
DON'T KNOW	-8

SCHOL_O
TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other, Specify to SCHOL (SCHOL=97)
QASKEDIF:
Please describe [SYOUR] school grade or level.

48.   SCHOOL3

SLOC
TYPE: SelectSingle
ProgrammerNote: Asked if subject is in high school or below (SCHOL IN (1, 2, 3, 4, 97, -7 and -8))
QASKEDIF:
[$ARE_YOU_CAP] home schooled?

ATEXT	AVALUE
YES	1
NO	2
REFUSED	-7
DON'T KNOW	-8

49.   SWEB

SWEB
TYPE: SelectSingle
ProgrammerNote: Asked if subject is not home schooled and in a grade level above high school (SLOC <> 1 AND SCHOL IN (5, 6, 7, 8, 97, - 7, -8))
QASKEDIF:

Is [$YOUR2] school an online-**only** curriculum?

ATEXT	AVALUE	BRANCH
YES	1	SCHOOL6
NO	2	SCHOOL4
REFUSED	-7	SCHOOL4
DON'T KNOW	-8	SCHOOL4

50.   SGEOCODE

SADDR
TYPE: GeoCodeAddress
ProgrammerNote: Asked if subject is a student and is not home schooled or attends an online-only school (STUDE IN (1, 2) AND (SWEB<>1 OR SLOC<>1)). School write-out to TBW.
QASKEDIF:
What is the name and address of [$YOUR2] school?

51. SCHOOL4

SMODE

TYPE: TextEntry
ProgrammerNote: Asked if subject is a student and is not home schooled or attends an online-only school (STUDE IN (1, 2) AND (SWEB<>1 OR SLOC<>1)). "Detroit People Mover" should be hidden as an option.
QASKEDIF:

How [$DO_YOU] usually get to school?

ATEXT	AVALUE
WALK	1
BICYCLE	2
MOTORCYCLE/MOPED	3
AUTO/VAN/TRUCK (AS THE DRIVER)	4
AUTO/VAN/TRUCK (AS THE PASSENGER)	5
CARPOOL/VANPOOL	6
SCHOOL BUS	7
PUBLIC TRANSIT – LOCAL BUS	8
DIAL-A-RIDE/PARATRANSIT	9
PRIVATE BUS OR SHUTTLE	10
TAXI/LIMO	11
TRAIN/AMTRAK	12
DETROIT PEOPLE MOVER	13
AIRPLANE	14
BOAT/FERRY	15
SUBJECT DOES NOT TRAVEL TO SCHOOL	16
OTHER, SPECIFY	97
REFUSED	-7
DON'T KNOW	-8

SMODE_O

TYPE: TextEntry
ProgrammerNote: Asked if respondent responds Other, Specify to SMODE (SMODE=97)
QASKEDIF:

Please describe how [$YOU] travel to school.

52. SCHOOL6

EDUC
TYPE: SelectSingle
ProgrammerNote: Asked if subject is over the age of 4 and doesn't report being in HS or below ((AGE>=5 or AAGE NOT IN (1, 2)) AND (SCHOL NOT IN (1,2,3,4)). IF subject is under the age of 4 or is in HS or below code "Not a high School Grad" (EDUC=1)
QASKEDIF:
What is the highest grade or degree that [$YOU_HAVE] earned?

ATEXT	AVALUE
NOT A HIGH SCHOOL GRADUATE, GRADE 12 OR LESS (THIS INCLUDES VERY YOUNG CHILDREN)	1
HIGH SCHOOL GRADUATE (HIGH SCHOOL DIPLOMA OR GED)	2
SOME COLLEGE CREDIT BUT NO DEGREE	3
ASSOCIATE OR TECHNICAL SCHOOL DEGREE	4
BACHELOR'S OR UNDERGRADUATE DEGREE	5
GRADUATE DEGREE (INCLUDES PROFESSIONAL DEGREE LIKE PHD, MD, DD, JD)	6
SOME OTHER DEGREE	97
REFUSED	-7
DON'T KNOW	-8

EDUC_O
TYPE: SelectSingle
ProgrammerNote: Asked if respondent responds Other,Specify to EDUC (EDUC=97)
QASKEDIF:
Please describe [$YOUR2] degree.

53. PWMORE

PWMORE
TYPE: Computed

CASE WHEN $R<MAXPERNO:C THEN 1 ELSE 2

ATEXT	AVALUE	BRANCH
MORE TO REPORT	1	WORKINTRO+
DONE REPORTING PERSONS	2	GPSTRAVDATE

End Person Work Roster

54. GPSTRAVDATE

[GPSTRAVDATE]

TYPE: Computed

Gets the next travel date for the given day of week, taking whether the household is GPS into consideration (for mailing time reasons)

=get_travel_day([$DOW:C], 2, [$NEWGFLAG:C])

[GPSDAYSINFUTURE]

TYPE: Computed

Number of days in the future (from now) that GPSTRAVDATE is.

='[$GPSTRAVDATE]'::date-now()::date

[GPSTRAVDATETOOFAR]

TYPE: Computed

1 when GPS household and GPSTRAVDATE is too far in the future (over 3 weeks), 2 otherwise

=CASE WHEN [$NEWGFLAG:C]=1 AND [$GPSDAYSINFUTURE:C]>21 THEN 1 ELSE 2 END

FULLADDRESS

Type: Computed

CASE WHEN [$MATCHSTATUS] =unmatched THEN '[$HGEOCODE.HGEOCODE_ADDR:Q]' || ', ' || '[$HGEOCODE.HGEOCODE_CITY]' || ', ' || '[$HGEOCODE.HGEOCODE_STATE]' || ', ' || '[$HGEOCODE.HGEOCODE_ZIP]' ELSE '[$NEWBASESTREET:Q]' || ', ' || '[$BASECITY:Q]' || ', ' || '[$BASESTATE:Q]' || ', ' || '[$NEWBASEZIP:C]' END

55. GPSEXPLN

GPS_EXPLN
TYPE: Select Single
ProgrammerNote: Asked if household is sampled for GPS, is age eligible and travel dates are available (NEWGFLAG=1)
QASKEDIF:

Your household has been randomly selected to participate in a special part of this survey.

For this special technology-based portion of the survey, we will ask all members of your household between the ages of 16 and 75 to carry a GPS device for three days. The GPS devices will be used to collect the location information for all the places you go. After the devices are returned to us, we will process the data into routes that can be viewed online. We will ask you to review these routes and answer some questions about the places you visited.

Instead of $20 per household, each person in your household that is asked to carry a GPS device will receive $25 after everyone completes all steps of the survey.

Would you and the other members of your household like to be part of this GPS study?

ATEXT	AVALUE	
YES	1	ALTADD
NO	2	COMPUTEFINALGFLAG

56. ALTADD

MAILFNAMGPS
TYPE: TextEntry
ProgrammerNote: Asked if household agrees to participate in the GPS study (GPS_EXPLN=1)
QASKEDIF:

To participate in this part of the survey, we need to make sure that we have a name and address that we can use to send you the equipment using FedEx. To whom should we address the package?

FIRST NAME:

MAILLNAMGPS
TYPE: TextEntry
ProgrammerNote: Asked if household agrees to participate in the GPS study (GPS_EXPLN=1)
QASKEDIF:

LAST NAME:

ALTADD
TYPE: `TextEntry`
ProgrammerNote: Asked if household agrees to participate in the GPS study (GPS_EXPLN=1)
QASKEDIF:
We will be sending your devices using FedEx which means we have to have a physical address to use. Is [$FULLADDRESS] the best address to use to send you packages?

ATEXT	AVALUE	BRANCH
YES RESPONDENT CAN RECEIVE FEDEX PACKAGES AT THE ADDRESS PROVIDED.	1	COMPUTEFINALGFLAG
NO, RESPONDENT WOULD LIKE TO PROVIDE A DIFFERENT PHYSICAL MAILING ADDRESS (SUCH AS WORK LOCATION) WHERE THE PACKAGE SHOULD BE SENT.	2	ALTADDGEO
RESPONDENT CAN ONLY RECEIVE MAIL THROUGH MY P.O. BOX AND THERE IS NO OTHER RELIABLE ADDRESS AT WHICH THEY CAN RECEIVE PACKAGED MAIL.	3	INT_ALTADD

57. ALTADDGEO

ALTADD_STREET
TYPE: `TextEntry`
ProgrammerNote: Asked if GPS household would like to provide a different mailing address (ALTADD=2)
QASKEDIF:
Please provide an alternate address for sending the GPS packet.

ALTADD_CITY
TYPE: `TextEntry`
ProgrammerNote: Asked if GPS household would like to provide a different mailing address (ALTADD=2)
QASKEDIF:
City:

ALTADD_STATE
TYPE: `TextEntry`
ProgrammerNote: Asked if GPS household would like to provide a different mailing address (ALTADD=2)
QASKEDIF:
State:

ALTADD_ZIP
TYPE: `TextEntry`
ProgrammerNote: Asked if GPS household would like to provide a different mailing address (ALTADD=2)
QASKEDIF:
ZIP:

58. ALTADD

INT_ALTADD_SET
TYPE: Calculated
ProgrammerNote: If GPS household only has a PO Box (ALTADD=3) set disposition to "Invalid GPS Address" (604). A response to INT_ALTADD_DQ will overwrite INT_ALTADD_SET.
QASKEDIF:

=604

INT_ALTADD_DQ
TYPE: SelectSingle
ProgrammerNote: Asked if GPS household only has PO Box (ALTADD=3)
QASKEDIF:

Because we need a non-P.O. Box for your household we will be unable to deliver the devices to you for use in this study. Your household can still be part of the travel survey and qualify to receive a total of $20 for completing the non-GPS survey.

ATEXT	AVALUE	BRANCH
RESPONDENT AGREES TO CONTINUE WITH THE NON-GPS SURVEY	101	COMPUTEFINALGFLAG
RESPONDENT IS NOT INTERESTED IN CONTINUING WITH NON-GPS SURVEY	501	END

59. COMPUTEFINALGFLAG

FINALGFLAG
TYPE: Computed

CASE

WHEN [$GPSTRAVDATETOOFAR:C] = 1 THEN 4

WHEN [$GFLAG]=0 THEN 0

WHEN [$NEWGFLAG:C]=1 AND [$GPS_EXPLN:C]=1 AND [$ALTADD:C] <> 3 THEN 1

WHEN [$GFLAG]=1 AND [$NEWGFLAG:C]=2 THEN 2

WHEN [$NEWGFLAG:C]=1 AND [$GPS_EXPLN:C]<>1 OR [$ALTADD:C]=3) THEN 3

ELSE 9

END

ATEXT	AVALUE
Non-GPS Household	0
GPS Household	1
Ineligible due to age	2
Refused GPS	3
Travel date too far	4
Unexpected GPS Ineligible	9

60. DOWNLOAD

DOWNLOAD

TYPE: SelectSingle
ProgrammerNote: Asked of all non-GPS households (FINALGFLAG<>1)
QASKEDIF:

In a moment, we will assign a day for you to record your travel. We have developed a travel log to help you keep track of all of the places you go on that day. Would you prefer to print copies of these from the website, or would you rather we mail them to you?

ATEXT	AVALUE
PRINT	1
RECEIVE IN THE MAIL	2

61. TRIPDATE

[DOWNLOADMSG]

TYPE: Computed

CASE WHEN FINALGFLAG<>1 AND DOWNLOAD=1 THEN 1

WHEN FINALGFLAG<>1 AND DOWNLOAD=2 THEN 2

WHEN FINALGFLAG=1 THEN 3 END

ATEXT	AVALUE
Okay, we will provide a link for downloading your travel logs after just a few more questions...	1
Okay, we will mail your travel logs to you in time to arrive before you are scheduled to travel.	2
Okay, we will send your travel logs and GPS devices to you by FedEx in time to arrive before you are scheduled to travel.	3

TRIPDATE

TYPE: Computed
QASKEDIF: 1
NOTE: Travel dates should be assigned 10 days or more in the future (based on DOW (DAYFLAG) preflagged in sample file). GFLAG 1 households should be assigned to the next day available (on DAYFLAG) where the daily limit of GPS households has not been met (this includes dates beyond the official final travel date.
DAILY GPS RECRUIT LIMIT: 46 (specified in sms_config. gps_limits_per_day table) (based on 55 travel dates, 480 retrieval completes, and a 60% retrieval rate). This is a soft limit and does not need to be taken into account for NEWTRIPDATE, retrieval travel date changes, etc.TRIPDATE calculation also uses the tables sms_config.first_travel_date and sms_config.holidays. The first_travel_date table holds the first travel date, no Tripdate will be before the value specified there. The holidays table contains the blackout dates, no TRIPDATES will be assigned to the dates listed in that table.

wgs_get_travel_day([DAYFLAG], DOWNLOAD])

TRIPDATEFORMAT

TYPE: Computed
Convert to user-friendly date format (m/d/yyyy)

62. TDASSIGN

TDASSIGN
TYPE: SelectSingle
ProgrammerNote: Asked Always
QASKEDIF:

[$DOWNLOADMSG]

The travel date that has been selected for your household is [$TRIPDATEFORMAT].

ATEXT	AVALUE	BRANCH
CONTINUE	1	MAILNAME
RESPONDENT CANNOT RECORD THEIR TRAVEL ON THIS DAY	2	NEWTRIPDATE

63. NEWTRIPDATE

NEWTRIPDATE
TYPE: Calendar Dropdown
ProgrammerNote: Asked if travel date is no good (TDASSIGN=2)
QASKEDIF:

Ok, the next available date is [OFFER THE NEXT AVAILABLE TRAVEL DATE TO THE PARTICIPANT]

ATEXT	AVALUE
None of these dates work for me	1

64. NOGOODTRIPDATE

NOGOODTRIPDATE
TYPE: TextEntry – Phone Number
ProgrammerNote: Asked if there is no good travel date available (NEWTRIPDATE=3)
AREQUIREDIF: NOGOODTRIPDATE is null
FORMAT: ###-###-####
QASKEDIF:

I'm sorry that date doesn't work. We will have a supervisor contact you – what is the best way to reach you (please provide either an email or phone number) - ENTER PHONE NUMBER BELOW:

NOGOODTRIPDATEEMAIL
TYPE: TextEntry - email
ProgrammerNote: Asked if there is no good travel date available (NEWTRIPDATE=3)
AREQUIREDIF: NOGOODTRIPDATE is null
FORMAT: NN@NN
QASKEDIF:

Or enter an email address below:

BRANCH:

CONDITION	NEXT PAGE:
ELSE	NOGOODDATE2

INT_NOGOODEXIT_SET

TYPE: Computed
QASKEDIF: NEWTRIPDATE=3

=901

HOUSEHOLD_WRITEOUT

TYPE: Computed
ProgrammerNote: Household write-out to household.

65.   MAILNAME

MAILFNAM

TYPE: TextEntry
ProgrammerNote: Asked if non-GPS household wants their travel logs mailed (FINALGFLAG <> 1 AND DOWNLOAD=2)
QASKEDIF:

We will mail [$YOUR_LOG] in time to arrive before the scheduled travel date. To whom should we address the envelope?

FIRST NAME:

ATEXT	AVALUE
REFUSED	-7
DON'T KNOW	-8

MAILLNAM

TYPE: TextEntry
ProgrammerNote: Asked if non-GPS household wants their travel logs mailed (FINALGFLAG <> 1 AND DOWNLOAD=2)
QASKEDIF:

LAST NAME:

ATEXT	AVALUE
REFUSED	-7
DON'T KNOW	-8

MAILING_ADDRESS

TYPE: TextEntry
ProgrammerNote: Asked if non-GPS household wants their travel logs mailed (FINALGFLAG <> 1 AND DOWNLOAD=2)
QASKEDIF:

What address should we use to mail the travel logs to you…

ATEXT	AVALUE
[$FULLADDRESS]	1
Or a different address?	2

66. MADDRESS_GEO

MADDRESS_STREET
TYPE: TextEntry
QASKEDIF: MAILING_ADDRESS=2
ProgrammerNote: Asked if respondent wants travel logs mailed to a different addressed then the sampled one
What is that preferred address?
STREET NUMBER AND NAME:

MADDRESS_CITY
TYPE: TextEntry
QASKEDIF: MAILING_ADDRESS=2
ProgrammerNote: Asked if respondent wants travel logs mailed to a different addressed then the sampled one
City:

MADDRESS_STATE
TYPE: TextEntry
QASKEDIF: MAILING_ADDRESS=2
ProgrammerNote: Asked if respondent wants travel logs mailed to a different addressed then the sampled one
State:

MADDRESS_ZIP
TYPE: TextEntry
QASKEDIF: MAILING_ADDRESS=2
ProgrammerNote: Asked if respondent wants travel logs mailed to a different addressed then the sampled one
ZIP:

67. PHONE1

PHONE1
TYPE: SelectSingle
QASKEDIF: PHONE IS NOT NULL
The number we have in our system for you `is` [$MAINPHONE]. Is that the best number to use if we need to reach you?

ATEXT	AVALUE
YES	1
NO	2
REFUSED	-7

68. PHONE2

BPHONE1
TYPE: TextEntry
ProgrammerNote: Asked if there is no sampled phone number or respondent prefers to use a number other than the sampled phone number ('[$PHONE]' = 'null' OR '[$PHONE]' = '' OR '[$PHONE]' = ' ' OR [$PHONE1:C]=2)
FORMAT: ###-###-####
QASKEDIF:

Because we may need to talk with you, please give us the best telephone number to reach you on starting with the area code first.

69. PHONE3

PHTYPE
TYPE: SelectSingle
ProgrammerNote: Asked if there is a phone number (PHONE1=1 or BPHONE <> NULL)
QASKEDIF:

This number is a…

ATEXT	AVALUE
Work	1
Home	2
Cell	3
REFUSED	-7
DON'T KNOW	-8

70.   REMINDERSINFO

REMEMAIL1
TYPE: TextEntry
ProgrammerNote: Asked Always
FORMAT: NN@NN
QASKEDIF:
AREQUIREDIF: Never

We will contact you on [$DATEBEFORETRAVELFORMAT] to remind you about your travel day and to see if you have any questions. We will also contact you after your travel day to remind you to report your travel or to clarify information you have reported. Please give me the best email address to contact you…

READ EMAIL ADDRESS BACK TO PARTICIPANT FOR CONFIRMATION

ATEXT	AVALUE
EMAIL	OPEN – format: NN@NN

71. EMAILCONFIRMATION

EMAILCONFIRMATION
TYPE: TextEntry
ProgrammerNote: Asked if the two reminder emails don't match (REMEMAIL<>REMEMAIL2).
FORMAT: NN@NN
QASKEDIF:
AREQUIREDIF: Never

The two email addresses you just supplied do not match. Please confirm which email address is correct…

ATEXT	AVALUE	BRANCH
[$REMEMAIL]	1	REMINDERS2
[$REMEMAIL2]	2	REMINDERS2
Neither	3	REMINDERSINFO

RMEMAIL
TYPE: COMPUTED
CASE WHEN coalesce([$EMAILCONFORMATION:C],1)=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
[$REMEMAIL]	1
[$REMEMAIL2]	2

72. REMINDERS2

RMTXTNUM
TYPE: TextEntry
ProgrammerNote: Asked Always
FORMAT: ###-###-####
QASKEDIF:
AREQUIREDIF: Never

If you would also like to receive reminders by text message please give me your cell phone number starting with the area code first.

ATEXT	AVALUE
PHONE	OPEN – format: ###-###-####

73. RETPREF1

RETPREF
TYPE: computed

After your travel day, we will contact you again to have you report on the information [$YOU3] record in your [$LOG]. You have a choice to complete this survey online if you prefer. Otherwise, we will call you. How would you prefer to report your travel information?

ATEXT	AVALUE
ONLINE	1
OVER THE PHONE	2
NO PREFERENCE	3

74. BEST_TIME_RANGE

BEGCDATE
TYPE: computed

'[$TRIPDATE]'::date + interval '1 day'

ENDCDATE
TYPE: computed

ENDCDATE=TRIPDATE+7

75. BEST_TIME

HHCALLTIME
TYPE: DateTime
ProgrammerNote: Asked if a non-GPS household doesn't report that online is their RETPREF (INITIATIONMODE='CATI' AND RETPREF<>1 AND FINALGFLAG<>1)
QASKEDIF:

NOTE: SEE DATE RANGE ABOVE. HOURS AVAILABLE M-F -> 9AM TO 9PM / SAT -> 10AM TO 6PM / SUN -> 2PM TO 9PM

We will call you back after your travel date to collect your travel details. What would be the best date and time to call you back?

IF NEEDED: Our telephone staff is not available at that time how about… [OFFER CLOSEST AVAILABLE TIME FOR THAT DATE]

76. LINK

[LINK]
TYPE: Calculated

CASE WHEN [$DOWNLOAD]=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
Please go to https://www.MiTravelCounts.com under the "About the Survey" tab to print your log(s) as well as instructions and examples. Be sure to print a travel log for each member of your household. You only need one copy of the instructions and examples.	1
	2

77.   THANK1

THANK1
TYPE: Display

Thank you for agreeing to take part in this important travel survey sponsored by the [$SAMPLE_SPONSOR].

[$LINK]

78.   END

[END]
TYPE: LabelOnly
QASKEDIF:0
NOTE: Branch to SMS if CATI, Public Site if WEB

79.   RESULT

INT_RESULT
TYPE: SelectSingle
QASKEDIF: '[$INITIATIONMODE]'='CATI'

ATEXT	AVALUE
Default	100
Partial	101
Partial Manual	102
Call-back General	300
Call-back Specific	301
Call-back to reach Adult	302
Will Continue Online	200
Non-Working Number	600
Non-Residential	602
Ring no Answer	400
Busy Signal	402
Voicemail- no message left	401
Voicemail- Message Left	403
Language Barrier	700
Initial Refusal	500
Final Refusal	501
Invalid Address	603
Invalid GPS Address	604
Invalid Release Group	608
Complete	800
Problem	900
New Travel date needed	901
HH Size DQ	605
HH Age DQ	606

RECALLS/QUESTION DISPLAYS

SAMPLE_AREA

TYPE: Calculated

CASE WHEN SPONSOR=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
Michigan Travel Counts	1
Michigan Travel Counts in Southeast Michigan	2

SAMPLE_SPONSOR

TYPE: Calculated

CASE WHEN SPONSOR=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
Michigan Department of Transportation	1
Michigan Department of Transportation and the Southeast Michigan Council of Governments	2

PERSON_PEOPLE

TYPE: Calculated

CASE WHEN HHSIZ=1 THEN 1 ELSE 2 END

TEXT	CODE
person	1
people	2

YOUR_TRAVEL

TYPE: Calculated

CASE WHEN HHSIZ=1 THEN 1 ELSE 2 END

TEXT	CODE
your travel	1
travel by you and each member of your household	2

YOU1

TYPE: Calculated

CASE WHEN [$R]=1 THEN 1 ELSE 2 END

TEXT	CODE
you	1
[FNAME]	2

YOU2

TYPE: Calculated

CASE WHEN HHSIZ=1 THEN 1 ELSE 2 END

TEXT	CODE
you	1
each of you	2

YOU3

TYPE: Calculated

CASE WHEN HHSIZ=1 THEN 1 ELSE 2 END

TEXT	CODE
you	1
you and the other members of your household	2

YOU4

TYPE: Calculated

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you do	1
[FNAME] does	2

LOG

TYPE: Calculated

CASE WHEN HHSIZ=1 THEN 1 ELSE 2 END

TEXT	CODE
log	1
logs	2

YOUR_LOG

TYPE: Calculated

CASE WHEN [$HHSIZ]=1 THEN 1 ELSE 2 END (3 and 4 are not used)

TEXT	CODE
your travel log	1
the travel logs	2
the package	3
the materials	4

YOUR_NEXT

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
your	1
the next person's	2

ARE_YOU

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
are you	1
is [FNAME]	2

ARE_YOU_CAP
TYPE: computed
CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
Are you	1
Is [FNAME]	2

DO_YOU_CAP
TYPE: computed
CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
Do you	1
Does [FNAME]	2

DO_YOU
TYPE: computed
CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
do you	1
does [FNAME]	2

IS_YOUR
TYPE: computed
CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
Is your	1
Is [FNAME]	2

YOU_TELECOMMUTE
TYPE: computed
CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you telecommute	1
[FNAME] telecommutes	2

YOUR2
TYPE: computed
CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
your	1
[FNAME]'s	2

YOUR3_REC

TYPE: computed

CASE WHEN $R=1 THEN 1

WHEN $R>1 AND SEX=1 THEN 2

WHEN $R>1 AND SEX=2 THEN 3

ELSE 4 END

TEXT	CODE
your	1
His	2
her	3
[$FNAME]'s	4

YOU

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you	1
they	2

YOU_HAVE

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you have	1
[FNAME] has	2

YOU_HAVE_CAP

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
You have	1
[FNAME] has	2

HAVE_HAS

TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
have	1
has	2

DAYCARE

TYPE: computed

CASE WHEN ([AGE]<5 AND [AGE] >=0) OR ([AGE] <=0 AND [AAGE:C] IN [1,2]) THEN 1 ELSE 2 END

TEXT	CODE
" daycare,"	1
	2

TECH_UNI
TYPE: computed

CASE WHEN [AGE]>16 OR [AAGE:C] > 2 THEN 1 ELSE 2 END

TEXT	CODE
"technical school, or university"	1
	2

YOU_TELECOMMUTE
TYPE: Computed

CASE WHEN [$R]>1 THEN 1 ELSE 2 END

ATEXT	AVALUE
you telecommute	1
[FNAME] telecommutes	2

PRIMARY
TYPE: Computed

CASE WHEN [$R]>1 THEN 1 ELSE 2 END

ATEXT	AVALUE
" primary"	1
	2

YOUR_EMPLOYER
TYPE: Computed

CASE WHEN JOBS>1 THEN 1 ELSE 2 END

ATEXT	AVALUE
[$YOUR2] primary employer	1
[$YOUR2] employer	2

YOU_ARE
TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
you are	1
[FNAME] is	2

YOU_ARE_CAP
TYPE: computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

TEXT	CODE
You are	1
[FNAME] is	2

YOU_DO
TYPE: Computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
you do	1
[$FNAME] does	2

I_DO_

TYPE: Computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
I do	1
[$FNAME] does	2

I_PREFER

TYPE: Computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
I prefer	1
[$FNAME] prefers	2

YOU_PREFER

TYPE: Computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
you prefer	1
[$FNAME] prefers	2

HAVE_YOU_CAP

TYPE: computed

CASE WHEN [$R]=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
Have you	1
Has [FNAME]	2

HAVE_YOU

TYPE: computed

CASE WHEN [$R]=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
have you	1
has [FNAME]	2

YOU_WORK

TYPE: COMPUTED

CASE WHEN $R = 1 THEN 1 WHEN $R>1 AND GENDER = 1 THEN 2 WHEN $R>1 AND GENDER = 2 THEN 3 ELSE 4 END

ATEXT	AVALUE
you work	1
he works	2
she works	3
[FNAME] works	4

YOUR_SCH

TYPE: Computed

CASE WHEN $R=1 THEN 1 ELSE 2 END

ATEXT	AVALUE
your school	1
[FNAME]'s school	2

Thank You / Call Back

80. ADULT

INT_ADULT

TYPE: SelectSingle

QASKEDIF: INT_A3=302 or INT_A2=302

The survey must be completed by an adult. Please ask an adult in your household to call us back at 1-855-774-1800 or they can complete the survey online at www.MITravelCounts.com with your PIN: [$PIN].

ATEXT	AVALUE
Call back to reach Adult	302

81. NOADULT

INT_NOADULT

TYPE: SelectSingle

QASKEDIF: INT_A3=501

Thank you but we can only conduct the survey with households where there is at least one person 18 or older living in the household.

ATEXT	AVALUE
HH AGE DQ	606

82. THANK02

INT_THANK02

Type: SelectSingle

Qaskedif: CHGADDPHYS=-7

Invitations to participate in the survey are based on addresses. We must confirm that you live at the address we just asked about to continue with the survey. Do you live at…

[$BASESTRT][$BASEAPT]

[$BASECITY], [$BASESTAT] [$BASEZIP]

ATEXT	AVALUE	BRANCH
RESPONDENT LIVES AT THE ABOVE ADDRESS	102	HGEOCODE
RESPONDENT DOES NOT LIVE AT THE ABOVE ADDRESS	2	INT_THANK03

83.   READMSG

READMSG
TYPE: label
(PLEASE READ THE FOLLOWING MESSAGE INTO THE ANSWERING MACHINE.)

This is [INTERVIEWER_NAME] calling on behalf of the [$SURVEY_SPONSOR] about the MI Travel Counts survey being conducted in your area. We will try to reach you again in the next few days or you may reach our study team at 1-855-774-1800.

84.   THANK03

THANK03
Type:
Qaskedif: (CHGADDPHYS=5) or INT_THANK02=2

Invitations to participate in the survey are based on addresses. Because you do not live at the address we just asked about, you are not eligible to take part in the survey. .

85.   THANK04

THANK04
Type:
Qaskedif: (CHGADDPHYS=5 or -8) or INT_THANK02=2 or INT_HHCONV=500 or INT_VEHCONV=500

Thank you for your participation; those are all the questions I have at this time.

86. NOGOODDATE2

INT_NOGOODEXIT
TYPE: TextEntry
QASKEDIF: NEWTRIPDATE=3

Thank you – we will have someone contact you soon to try and arrange for a travel date that works for you.

ATEXT	AVALUE	BRANCH
CONTINUE	901	END

Appendix E

Final Data Item Memo

Date: November 26, 2014

To: Don Mayle and Karen Faussett, Project Managers
               Michigan Department of Transportation (MDOT)

               Tom Bruff, Project Manager
               Southeast Michigan Council of Governments (SEMCOG)

From: Susan Swain and Shawn McCloskey, Westat

Subject: Data Memo and Codebook: MTC III / STC15 Survey Items

This memorandum and the accompanying Excel spreadsheets[1] document Westat's recommendations for data elements to be included in the MTC III / STC15 household travel survey. In formulating our recommendations, Westat used the MTC II survey instrument as the foundation and referenced the STC05 instrument, the SUMAC Task #2 Technical Memorandum, meetings with the MDOT and SEMCOG project management team, and our recent experience conducting household travel surveys.

Before recommending a data item for exclusion, inclusion, or modification, it is important to consider many factors, including how the data will be used, whether the item is required for the travel demand model, how the data will be used in trend analysis, the data needs of a partner agency, and the effect on respondent burden. The memo has six sections, highlighting recommended deletions, additions, modifications, items needing further discussion, and an explanation of the contents and layout of the draft and final codebook. Specific details about the variables are provided in the codebook as described in the final section of this memo.

Five separate data files will be included in the data deliveries: household, person, place, location, and long distance. The household and person files will contain all household and person-level characteristics, respectively. The place file will contain address and geocoding information for each place visited (i.e., more than one entry for each time that place is visited), while the location file will contain each unique location visited (i.e., listed only once in the file). The long distance file will contain all data pertaining to the long distance survey module.

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[1] MTCIII&STC15_Codebook_DRAFT_20141126.xlsx and MTCIII&STC15_Codebook_FINAL_20141126.xlsx

Recommended deletions

Variables recommended for deletion can be generally characterized as data items that are no longer required using contemporary survey methodology or those items no longer used by MDOT or SEMCOG.

Westat uses a proprietary data collection tool, Trip Builder Web (TBW), to record key characteristics about the travel day including the destination of the trip taken. Because TBW enables all addresses to be geocoded in real time, several of the geocoding results and levels used in the previous surveys are no longer necessary in the MTC III / STC15 survey. Cross street information also becomes obsolete. All addresses will be geocoded and Westat will deliver XY coordinates for every location. Westat understands that some geocoding level information will be required as discussed in the kick-off meeting and will work with MDOT and SEMCOG to finalize these details.

The move from a random-digit-dial (RDD) to an address-based sample (ABS) eliminates the need to report on household telephone number and advance letter status. All released sample will be sent an invitation-to-participate letter and follow-up reminder postcards. During the sample selection process, Westat will match the sampled addresses for telephone numbers and collect telephone numbers in the recruitment survey. These numbers will be used for data collection and reminders, but these will not be included the final dataset delivery.

Other questions will be removed based on the recommendations presented in the SUMAC report, including questions related to secondary employment, work flexibility, overnight shifts and compressed work schedules. Follow-up transit questions, including transit provider and payment amount, will also be deleted. Further, we recommend collecting only the primary and secondary trip purpose (activity at each location).

Recommended additions

The inclusion of any additional questions should be carefully considered. Only those questions that will add value to the conduct of the survey or the analyses conducted by MDOT and SEMCOG should ultimately be included in the final survey. The proposed additions to the survey are found in the "Additions" worksheet in the codebook. An overview of the additions is presented here.

- Address verification occurs at the start of the recruitment survey. Because the sampled unit in an ABS design is the address, it is imperative to have measures in place to ensure that those responding to the recruitment survey actually live at the sampled address.

- The address where the respondent would like to receive their travel survey materials is collected in case it is different from their physical home address.

- Questions related to participation in the GPS sub-sample are required.
- Preferred reminder mode will be collected, including appropriate telephone and email information.

Recommended modifications

Many of the variables collected in previous surveys will be collected again in the MTC III / STC15, but changes in data collection technology or shifts in social norms may change the way in which the data will be collected. These questions are identified in the modifications tab in the workbook and include our recommended edits. A summary of the items is presented below.

Changes in question placement:

- School- and work-related questions will be moved to the recruitment instrument.

Changes in question logic or amount of data collected:

- All of the trips will be rostered before collecting the trip details (e.g., purpose).
- Rather than requesting a count of how many household members are workers, each person over 16 will be asked if they are a worker. A household summary variable on number of workers will be derived from the person level data and included in the final dataset.
- A more comprehensive way to determine worker status will be used.
- The number of people (those who are traveling with the respondent – i.e., "traveling party") on each trip will be collected regardless of mode.
- Trip purpose (activity at a place) will be limited to primary and secondary purposes
- The way in which the trip roster is constructed in TBW eliminates the need for asking if the subject left a location for each location. In order to exit the roster, the participant must select a box that indicates they did not leave this place.
- The variables LONG_TRIP_REASON and LONG_TRIP are asked to determine if the specific trip being collected took longer than usual based on mode and distance. Westat recommends asking this for each trip.
- For the long distance trips, respondents will be able to report places and/or addresses, not just city and state. They will also be asked to report departure and return dates, instead of the day of week.

Items requiring further discussion

The draft memo included a few topics that required additional discussion to determine further action. The topics and resolutions are provided here.

- Variable names and recodes (e.g., refused and don't know)

    o Neither MDOT nor SEMCOG are wedded to variable names used in previous survey administrations. However, SEMCOG expressed concern that the negative values used in the data for refused and don't know may cause some problems in TransCAD. If this is found to be problematic, Westat will recode these values in the dataset to those usable to SEMCOG.

- Two variables in STC05, but not in MTC II (HMOWN and STOP)

    o The variable HMOWN will be retained in the SEMCOG households, including those in the MDOT funded sample.

    o The variable STOP will not be included in the survey. This is a variable that works well in an interviewer administered survey, where the repetitiveness of the question is softened by the interviewer. It does not work well in self-report web survey.

- Loop trips

    o Loop trips will be collected in the survey data. Westat provides respondents instructions for how to report this type of trip. These will appear as trips that start and end in the same place with a purpose that is outdoor recreation/exercise (e.g., jogging in the neighborhood or walking the dog). Other types of trips that start and end in the same place with other purposes (e.g., to drop off a passenger) are not considered loop trips. These trips will be recorded as two trips (e.g., from home to the elementary school and from the elementary school to home) with a unique trip purpose for each respondent (e.g., pick-up/drop off passenger and school).

- Access / Egress (multiple modes) for public transit trips

    o Because each public transit trip will be captured in segments (i.e., from origin to transit stop, from stop to stop transfers, and stop to destination), the collection of these variables is not required.

- Mode list (daily trips and long distance travel)

    o The same mode list will be used for daily and long distance trips. This will be the list recommended by Westat.

- Collecting the type of place for each location

    o Westat recommends not collecting this variable. A suggestion was made to collect this data to infer trip purpose or attraction type. However, to infer trip purpose cannot, and should not, rely on the place type. Trip purpose responses do not tie

directly to the place type (e.g., if the place type is school, two people can make a shared trip to the school with two very distinct purposes – one to go to school and the other to "drop off passenger" or "to go to work," etc.).To address the attraction type for pick-up/drop-off trip purposes, one can look at the trip purpose for the driver, the name of the place, or the place's latitude/longitude coordinates.

- Millennial related questions / topics
  - o While of interest, it was decided that these questions will not be included.[2]
- SUMAC recommendations (e.g., number of cell phones)
  - o These questions will not be included.

Draft codebook

The draft codebook[3] contains six worksheets whose contents are outlined below.

- **MTC II Codebook** – the codebook for the MTC II survey, which contains the following information:
  - o MTC II Variable Level (e.g., household, person), Type (e.g., numeric), Variable Name, Variable Label, Response Category, and Response Category Description.

- **MTC III & STC15 Codebook** – the proposed codebook for the MTC III & STC15 survey, which contains the following information:
  - o REC/RET – reflects the survey instrument in which the variable is collected or provided
    - REC is the recruitment survey
    - RET is the retrieval survey
  - o SOURCE – reflects the source of the data
    - SYSTEM – from the survey program
    - GIS – computed GIS variable
    - LOAD FILE – data item from the sample load file
    - REC SCRIPT – variable collected in the recruitment survey instrument
    - DV – the variable is derived or calculated from one or more data sources

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[2] SEMCOG is still considering the possibility of adding something.

[3] MTCIII STC15_Codebook_DRAFT_20141126.xlsx

- tb.persons – the variable is collected in TBW

- tb.places – the variable is collected in TBW

- tb.locations – the variable is collected in TBW

  o VARIABLE DESCRIPTION_WESTAT – reflects the variable label for variables currently used by Westat in household travel surveys

  o VARIABLE DESCRIPTION_MDOT – reflects the variable label for variables previously used by MDOT

  o VARIABLE NAME_WESTAT – reflects the variable name used by Westat's survey programs

  o VARIABLE NAME_MDOT – reflects the variable name used by MDOT

  o RECOMMENDED VALUES – reflects the recommended response options

  o MTC II VALUES – reflects the response options previously used by MDOT

  o WESTAT RECOMMENDED WORDING – provides the recommended wording for the MTC III / STC15 survey

  o MDOT_PREVIOUSLY USED WORDING – reflects the wording used in the MTC II survey

  o HOUSEHOLD, PERSON, VEHICLE, PLACE, LOCATION – indicates the delivery file in which the variable is provided

- **Code List** – contains the variable names, labels, and codes for trip purpose (TPURP, TPUR2/ACT1, ACT2), mode (MODE/TRSTYPE), long distance mode (LDTMODE/FMODE), industry (INDUST/W1INDUST), and region (REGION)

- **Additions** – includes the list of variables that are new to the MTC III & STC15 survey. These variables are presented in three sections:
  o Recommended for inclusion in MTC III & STC15
  o Additional inclusions post-draft codebook discussions
  o Items removed from recommended inclusion list

- **Deletions** – using MTC II as the foundation, this tab includes the list of variables that were in MTC II, but will not be included in the MTC III & STC15 survey. These variables are presented in three sections:
  o SUMAC Report recommendations
  o Recommended deletions due to changes in methodology or technology
  o Additional deletions post-draft codebook discussions

- **Modifications** – includes the list of variables for which Westat recommends revisions to the question wording and/or the response options. The worksheet presents the MTC II question wording and Westat's recommended edits.

Throughout the Draft Codebook there are shaded cells. This shading is used to highlight various edits to the first draft version. Cells highlighted in:

- Light blue indicate a modification
- Light green indicate an added variable
- Light red indicate a deleted variable

In addition, a justification column has been added to the Additions, Deletions, and Modifications tabs. The rationale for each variable is presented.

Final codebook

The final codebook[4] contains two tabs; one in which all of the data elements that will be administered in the MTC III & STC15 are presented and the other is the code list. This is the standalone document that will guide the data collection. This codebook contains the following elements (see discussion above for additional details):

- REC/RET

- SOURCE

- VARIABLE DESCRIPTION

- VARIABLE NAME

- RECOMMENDED VALUES

- RECOMMENDED WORDING

- HOUSEHOLD, PERSON, VEHICLE, PLACE, LOCATION

The code list contains the variable names, labels, and codes for trip purpose (TPURP, TPUR2), mode (MODE), long distance mode (LDTMODE), industry (INDUST), and region (REGION).

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[4] MTCIII STC15_Codebook_FINAL_20141126.xlsx

Appendix F

English Advance Letter

«SAMPNO»
«CITY» Resident
«ADDRESS»
«CITY», «STATE» «ZIP»   «DATENOW»

Dear Resident:

To help us understand Michigan's transportation needs, the Michigan Department of Transportation (MDOT) is asking you to participate in the **MI Travel Counts** survey about transportation in the state. This survey will be used to:

- Help identify projects that improve access to jobs, schools, healthcare, and other important daily activities.
- Help improve roads, public transit, sidewalks, and bicycle routes in your community.
- Help make decisions about how and where to spend transportation dollars.

You and the other people in your household are being asked to take part in a survey about where you go and how you get there. The information that you provide will help us make sure transportation projects reflect the needs of your community. Westat, a nationally recognized survey research firm, is conducting the survey on behalf of MDOT.

Participation is voluntary and your personal information will be kept confidential as required by law.

Thank you in advance for helping to move Michigan forward!

Sincerely,

Kirk T. Steudle
Director

How you can help:

1. Sign-up and complete a brief survey online at www.MITravelCounts.com. Your **PIN# is «PINNO»**. (Or, if you prefer, call a Westat team member at 1-855-774-1800.)

2. Use a travel log that we provide to keep track of where you go for one day.

3. Complete the final step of the survey by telling us about where you went during that day.

4. **Receive $20 for completing all parts of the survey.**

Para obtener más información sobre este estudio, por favor visite nuestro sitio web en www.MITravelCounts.com/Spanish

لمزيد من المعلومات حول هذه الدراسة يرجى زيارة موقعنا على الانترنت الان www.MITravelCounts.com/Arabic

Appendix G

English 7-Day Postcard
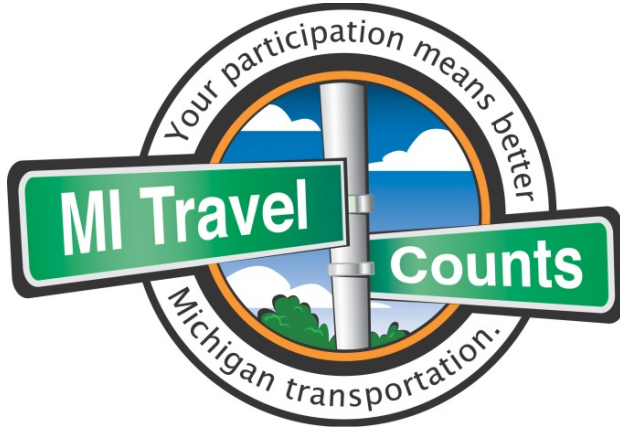
Please help the Michigan Department of Transportation improve roads, public transit, sidewalks, and bicycle routes in your community.

Your participation in the MI Travel Counts survey will help us better understand transportation needs as your community continues to grow and change. No matter how you travel from place-to-place: by car or by bus, on foot or on a bike – we want to hear from you!

If you have already responded to our online survey, **thank you!** If not, there's still time.

To begin the survey, please visit the study website at **www.MITravelCounts.com** and enter your **PIN**. **Your PIN is located under your address on the other side of this card.**

You will receive $20 as a thank you for completing the survey.

Questions? Please email **MITravelCounts@westat.com** or call **1-855-774-1800.**

Thank you for helping to move Michigan forward!

Para obtener más información sobre este estudio, por favor visite nuestro sitio web en www.MITravelCounts.com/Spanish

www.MITravelCounts.com/Arabic لمزيد من المعلومات حول هذه الدراسة يرجى زيارة موقعنا على الانترنت

MDOT
Michigan Department of Transportation

500 Griswold Street, Suite 2900
Detroit, MI 48226

Your travel counts!

<CITY> Resident
<PRIMARYADDRESS>
<CITY>, MI <ZIP>
PIN: <PIN>

Sponsored by the Michigan Department of Transportation and conducted by Westat

Appendix H

English 14-Day Postcard Reminder 2

There's still time…

…for you to help the Michigan Department of Transportation improve roads, public transit, sidewalks, and bicycle routes in your community.

Your participation in the MI Travel Counts survey will help us understand transportation needs as your community continues to grow.

Recently, we sent you a letter asking for your help with this important survey. If you have already responded to our survey **thank you!** If not, you still can.

Please visit our website at **www.MITravelCounts.com** to learn more about the study and enter your **PIN** to get started. Y**our PIN is located under your address on the other side of this card.**

You will receive $20 as a thank you for completing the survey.

If you have questions, you can reach a Westat study team member by phone at **1-855-774-1800** or by email at **MITravelCounts@westat.com**.

Thank you in advance for helping to move Michigan forward!

Para obtener más información sobre este estudio, por favor visite nuestro sitio web en www.MITravelCounts.com/Spanish

www.MITravelCounts.com/Arabic لمزيد من المعلومات حول هذه الدراسة يرجى زيارة موقعنا على الانترنت

<CITY> Resident
<PRIMARYADDRESS>
<CITY>, MI <ZIP>
PIN: <PIN>

Sponsored by the Michigan Department of Transportation and conducted by Westat

Appendix I

English Travel Log

Travel Log

Questions? 🖥 www.MITravelCounts.com ☎ 1-855-774-1800

	A: List each place you went during your travel day, including short trips like stopping for gas, going to the ATM, or picking kids up from school.	B: What time did you arrive at this place?	C: How did you get to this place? (For example, walk, car, bus, etc.)	D: How many people went to this place with you? Who were they?	E: What did you do at this place? Select up to two activities from the list below.	F: What time did you leave this place?
START HERE	**BEGIN HERE: Your travel day starts at 3 AM on the morning of your assigned day. Where were you at this time?** ☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):				Select from list below ☐ ☐	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave
PLACE 2	**Where did you go next?** ☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	Select from list below ☐ ☐	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave
PLACE 3	☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	Select from list below ☐ ☐	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave
PLACE 4	☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	Select from list below ☐ ☐	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave

(left margin: PLACES 5-12 ON BACK)

E: Activity List

Continue with places 5-12 on back

Record the code(s) in column E that best describes the activity for each place. For public transit stops or car/vanpool meeting places: Record activity '20'.

HOME ACTIVITIES
01. Typical home activities
02. Working at home (paid)

WORK, SCHOOL, & VOLUNTEER
02. Working at home (paid)
03. Work at fixed work location
04. Work at non-fixed work location
05. Work related (off-site meeting)
06. School/Studying
07. Volunteering

SHOPPING & ERRANDS
08. Major purchase shopping
09. Other routine shopping
10. Drive-thru food or errands
11. Vehicle service
12. Health care visit
13. Other non-shopping errands

SOCIAL ACTIVITIES
14. Eat out
15. Socialize with friends/relatives
16. Religious or community events
17. Exercise or recreation
18. Attend major special event

TRAVEL-RELATED ACTIVITIES
19. Drop off/Pick up passenger(s)
20. Change travel mode/Transfer (from walk to bus, bus to bus, etc.)

Sponsored By: MDOT Michigan Department of Transportation | SEMCOG Southeast Michigan Council of Governments

	A — List each place you went during your travel day, including short trips like stopping for gas, going to the ATM, or picking kids up from school.	B — What time did you arrive at this place?	C — How did you get to this place? (For example, walk, car, bus, etc.)	D — How many people went to this place with you? Who were they?	E — What did you do at this place? Refer to the Activity List on the front page.	F — What time did you leave this place?
PLACE 5	☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	List up to two activities:	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave
PLACE 6	☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	List up to two activities:	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave
PLACE 7	☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	List up to two activities:	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave
PLACE 8	☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	List up to two activities:	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave
PLACE 9	☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	List up to two activities:	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave
PLACE 10	☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	List up to two activities:	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave
PLACE 11	☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	List up to two activities:	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave
PLACE 12	☐ Home ☐ Work ☐ School ☐ Other Place (Provide place name and address):	|__|__|:|__|__| ☐ am ☐ pm		# with you: Names:	List up to two activities:	|__|__|:|__|__| ☐ am ☐ pm ☐ Did not leave

Appendix J

English Log Letter

«FIRSTNAME» «LASTNAME
«ADDRESS»
«CITY», «STATE» «ZIP»-«ZIP4»   «MAILBYDATE»

Dear «FIRSTNAME»,

Thank you for agreeing to participate in the MI Travel Counts survey!

The information you provide will help ensure that future transportation projects reflect what your community needs and that transportation funds are spent wisely. Remember that we value your input, no matter how much or how little you travel.

Next Steps:

1. Use the enclosed travel log to help you keep track of all the places you go on «TRAVELDATE».

2. Tell us about the places you went on that day.

> **Online:** Go to www.MITravelCounts.com. Click "Report Travel" and enter your **PIN#: «PINNO».**

> **By Phone:** Call 1-855-774-1800 to speak with a Westat study team member.

Once we confirm that travel information has been reported for <u>all</u> household members, we will send your household $20 for helping us with the survey.

Participation is voluntary and your personal information will be kept confidential, as required by law.

Thank you again for helping to move Michigan forward!

This survey is sponsored by MDOT and conducted by Westat.

Appendix K

English Example Travel Log
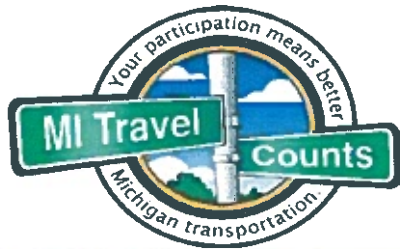
Travel Log Example

Johnny

MI Travel Counts — Your participation means better Michigan transportation.

> Johnny started his day at home. In the morning, he left with his daughter, Kate, to go to the grocery store. Then, he and Kate went to the dry cleaners and then came back home. Johnny stayed home for the rest of the day.

	A — List each place you went during your travel day, including short trips like stopping for gas, going to the ATM, or picking kids up from school.	B — What time did you arrive at this place?	C — How did you get to this place? (For example, walk, car, bus, etc.)	D — How many people went to this place with you? Who were they?	E — What did you do at this place? Select up to two activities from the list below.	F — What time did you leave this place?
START HERE	**BEGIN HERE:** Your travel day starts at 3 AM on the morning of your assigned day. Where were you at this time? ☒ Home ☐ Other Place (Provide place name and address): ☐ Work ☐ School				Select from list below: 01 17	10:23 ☒ am ☐ pm ☐ Did not leave
PLACE 2	Where did you go next? ☐ Home ☒ Other Place (Provide place name and address): ☐ Work ☐ School — Whole Foods Market, 115 Mack Ave, Detroit, MI	10:46 ☒ am ☐ pm	Car	# with you: 1 Names: Kate	Select from list below: 09	11:35 ☒ am ☐ pm ☐ Did not leave
PLACE 3	☐ Home ☒ Other Place (Provide place name and address): ☐ Work ☐ School — Knox Cleaners, 2903 Trumbull Ave, Detroit, MI	11:58 ☒ am ☐ pm	Car	# with you: 1 Names: Kate	Select from list below: 13	12:06 ☐ am ☒ pm ☐ Did not leave
PLACE 4	☒ Home ☐ Other Place (Provide place name and address): ☐ Work ☐ School	12:37 ☐ am ☒ pm	Car	# with you: 1 Names: Kate	Select from list below: 02 01	__:__ ☐ am ☐ pm ☒ Did not leave

PLACES 5-12 ON BACK

E — Activity List

Continue with places 5-12 on back

Record the code(s) in column E that best describes the activity for each place. For public transit stops or car/vanpool meeting places: Record activity '20'.

HOME ACTIVITIES
01. Typical home activities
02. Working at home (paid)

WORK, SCHOOL, & VOLUNTEER
02. Working at home (paid)
03. Work at fixed work location
04. Work at non-fixed work location
05. Work related (off-site meeting)
06. School/Studying
07. Volunteering

SHOPPING & ERRANDS
08. Major purchase shopping
09. Other routine shopping
10. Drive-thru food or errands
11. Vehicle service
12. Health care visit
13. Other non-shopping errands

SOCIAL ACTIVITIES
14. Eat out
15. Socialize with friends/relatives
16. Religious or community events
17. Exercise or recreation
18. Attend major special event

TRAVEL-RELATED ACTIVITIES
19. Drop off/Pick up passenger(s)
20. Change travel mode/Transfer (from walk to bus, bus to bus, etc.)

See other helpful tips on the back!

Did you take a bus or train? **Report Transit Trips...**

Report each place you got **on** and **off** public transportation as a separate place.
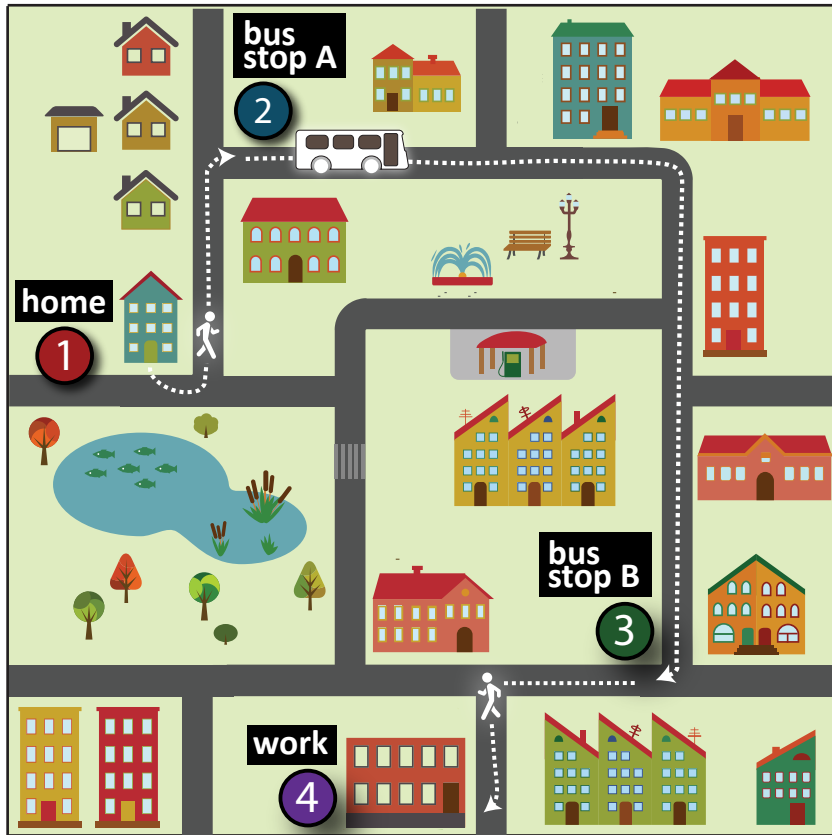
For example, Joe takes the bus to work.

He starts at Place (1), home.

Walks from home to Place (2), bus stop A.

Takes a bus from bus stop A to Place (3), bus stop B.

Walks from bus stop B to Place (4), work.

Did you go for a jog, walk the dog, or take a drive without making any stops along the way?

Be sure to report trips that start and end at at the same place.
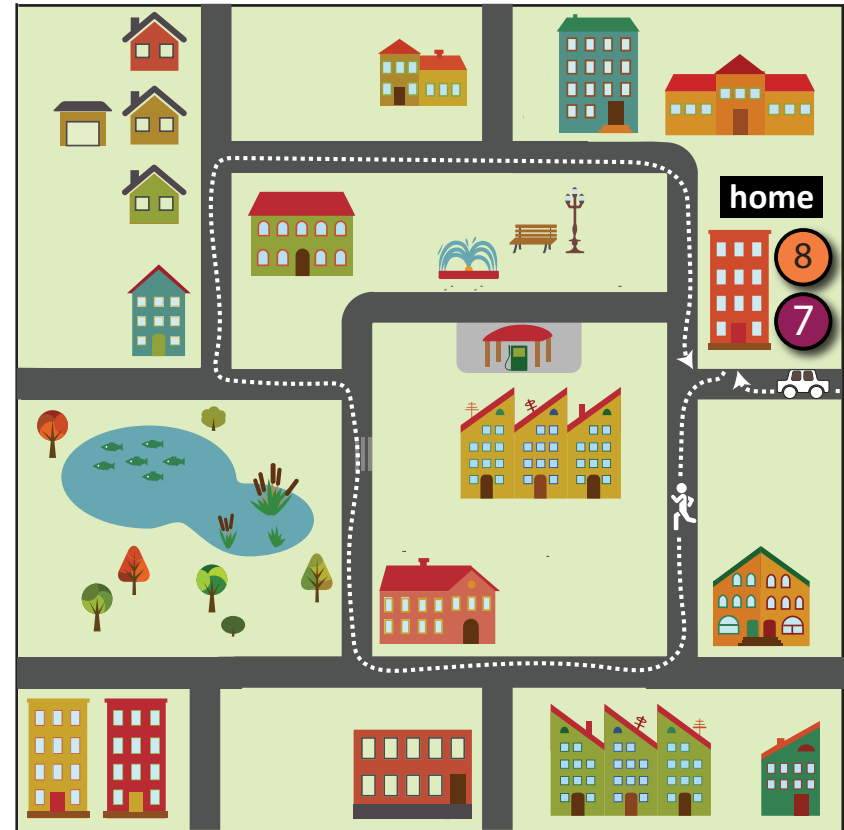
For example, Sue goes for a run after work.

...

She drives from work to Place (7), home.

Walks/jogs from home back to Place (8), home.

Visit www.MITravelCounts.com to see additional examples of how to report travel.

Appendix L

English Long-Distance Travel Log

Long Distance Travel Log

Michigan's transportation planning community is interested in the way people travel when they leave their home region. As part of your participation in the MI Travel Counts survey, you and the members of your household are being asked to provide information about all of the long distance trips made in the past 3 months.

➤ Use this log to gather information about all of the long distance trips made in the **past 3 months**.

➤ A long distance trip is a visit to any place at least **100 miles** from your home.

➤ If the trip included visits to multiple places, **record the place that was the farthest** from your home.

➤ Remember to include all trips made by **every member of your household**.

➤ If the same trip was made more than once, **record the trip once and indicate the number of times** in the last column.

➤ You will be asked to report this information during the follow-up survey.

Questions?

🖥 www.MITravelCounts.com

☎ 1-855-774-1800

Long Distance Trip Number	Destination/ Place visited	Which household members went on this trip?	Departure date/ Trip start date	Return date/ Trip end date	What was the main reason for going on this trip?	How did the people on this trip…		How many times has this trip been made in the last 3 months? (If more than 1 time, do not record this trip again)
						Get there? (e.g., car, train, airplane, bus)	Get around during the visit? (e.g., taxi, car, walk)	
1	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
2	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
3	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
4	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
5	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
6	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
7	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				

Report more trips on the back! ➡

Long Distance Travel Log (continued)

Long Distance Trip Number	Destination/ Place visited	Which household members went on this trip?	Departure date/ Trip start date	Return date/ Trip end date	What was the main reason for going on this trip?	How did the people on this trip…		How many times has this trip been made in the last 3 months? (If more than 1 time, do not record this trip again)
						Get there? (e.g., car, train, airplane, bus)	Get around during the visit? (e.g., taxi, car, walk)	
8	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
9	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
10	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
11	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
12	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
13	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
14	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
15	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
16	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
17	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
18	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
19	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				
20	City, State:	Names:	___ / ___ / ____	___ / ___ / ____				

Appendix M

Spanish Advance Letter

Estimado residente:

Para ayudarnos a entender las necesidades de transporte de Michigan, el Departamento de Transporte de Michigan (Michigan Department of Transportation, MDOT) y el Consejo de Gobiernos del Sudeste de Michigan (Southeast Michigan Council of Governments, SEMCOG) le piden participar en la encuesta **MI Travel Counts** sobre el transporte en el estado. Esta encuesta se utilizará para:

- ayudar a identificar proyectos que mejoren el acceso a trabajos, escuelas, asistencia médica y otras actividades diarias importantes.
- ayudar a mejorar carreteras, transporte público, veredas y rutas para bicicletas en su comunidad.
- ayudar a tomar decisiones sobre cómo y dónde invertir el dinero de transporte.

Le pedimos que usted y las otras personas en su casa participen en una encuesta sobre dónde va ir y cómo llega allí. La información que nos proporcione nos ayudará a asegurarnos que los proyectos de transporte reflejan las necesidades de su comunidad. Westat, una compañía de investigación de encuestas reconocida a nivel nacional, está realizando la encuesta a nombre de MDOT y SEMCOG.

La participación es voluntaria y su información personal se mantendrá en forma confidencial, como lo exige la ley.

¡Gracias anticipadas por ayudar al desarrollo de Michigan!

Atentamente,

Kirk T. Steudle   Kathleen Lomako
Director, MDOT   Directora Ejecutiva, SEMCOG

Cómo puede ayudar:

1. Inscríbase y complete una breve encuesta en línea en www.MITravelCounts.com. Su n.° de **PIN es** <<PIN>>. (O, si prefiere, llame a un miembro del equipo de Westat al teléfono 1-855-774-1800.)

2. Utilice un registro de viajes que entregamos para llevar el registro de los lugares a dónde va en un día.

3. Complete el paso final de la encuesta informándonos a dónde fue durante ese día.

4. **Cada hogar recibirá $20 por completar todas las partes de la encuesta.**

Esta encuesta es patrocinada por MDOT y SEMCOG y realizada por Westat.

Appendix N

Spanish Postcard 1

Ayude al Departamento de Transporte de Michigan y al Consejo de Gobiernos del Sudeste de Michigan a mejorar las carreteras, el transporte público, las veredas y las rutas de bicicleta en su comunidad.

Su participación en la encuesta MI Travel Counts nos ayudará a entender mejor las necesidades de transporte mientras su comunidad sigue creciendo y cambiando. No importa cómo viaje de un lugar a otro: en automóvil o en autobús, a pie o en bicicleta, ¡queremos tener noticias de usted!

Si ya respondió a nuestra encuesta en línea, **¡gracias!** Si no, todavía hay tiempo.

Para empezar la encuesta, visite el sitio web del estudio en **www.MITravelCounts.com** e ingrese su n.º de **PIN**. **Su n.º de PIN está ubicado debajo de su dirección al dorso de esta tarjeta.**

Recibirá $20 como agradecimiento por completar la encuesta.

¿Preguntas? Envíe un correo electrónico a **MITravelCounts@westat.com** o llame al teléfono **1-855-774-1800.**

¡Gracias por ayudar al progreso de Michigan!

500 Griswold Street, Suite 2900
Detroit, MI 48226

¡Su viaje cuenta!

<CITY> Resident
<PRIMARYADDRESS>
<CITY>, MI <ZIP>
PIN: <PIN>

Appendix O

Spanish Postcard 2

Todavía hay tiempo…

…para que usted ayude al Departamento de Transporte de Michigan y al Consejo de Gobiernos del Sudeste de Michigan a mejorar las carreteras, el transporte público, las veredas y las rutas de bicicleta en su comunidad.

Su participación en la encuesta MI Travel Counts nos ayudará a entender las necesidades de transporte mientras su comunidad sigue desarrollándose.

Recién le enviamos una carta pidiéndole su ayuda con esta importante encuesta. Si ya respondió a nuestra encuesta **¡gracias!** Si no, todavía puede hacerlo.

Visite nuestro sitio web en **www.MITravelCounts.com** para conocer más sobre el estudio e ingrese su n.º de **PIN** para empezar. **Su n.º de PIN está ubicado debajo de la dirección al otro lado de esta tarjeta.**

Recibirá $20 como agradecimiento por completar la encuesta.

Si tiene preguntas, puede comunicarse con un miembro del equipo de estudio de Westat por teléfono llamando al **1-855-774-1800** o por correo electrónico a **MITravelCounts@westat.com**.

¡Gracias anticipadas por ayudar al desarrollo de Michigan!

500 Griswold Street, Suite 2900
Detroit, MI 48226

<CITY> Resident
<PRIMARYADDRESS>
<CITY>, MI <ZIP>
PIN: <PIN>

Patrocinado por el Departamento de Transporte de Michigan y el Consejo de Gobiernos del Sudeste de Michigan y realizado por Westat

Appendix P

Spanish Travel Log

Registro de viajes

¿Preguntas? 🖥 www.MITravelCounts.com ☎ 1-855-774-1800

A — Indique cada lugar a dónde fue durante su día de viaje, incluidos los viajes cortos como detenerse para echar gasolina, ir a un cajero automático o recoger a los niños de la escuela.	B — ¿A qué hora llegó a este lugar?	C — ¿Cómo llegó a este lugar? (a pie, en automóvil, autobús, etc.)	D — ¿Cuántas personas fueron a este lugar con usted? ¿Quiénes fueron ellos?	E — ¿Qué hizo en este lugar? Seleccione hasta dos actividades de la siguiente lista.	F — ¿A qué hora salió de este lugar?
EMPIECE AQUÍ **EMPIECE AQUÍ: Su día de viaje empieza a las 3 a.m. de la mañana del día asignado. ¿Dónde estuvo a esta hora?** ☐ Hogar ☐ Otro lugar (Proporcione el nombre del lugar y la dirección): ☐ Trabajo ☐ Escuela				Seleccione de la siguiente lista	|__|__|:|__|__| ☐ a.m. ☐ p.m. ☐ No salí
LUGAR 2 ¿A dónde fue luego? ☐ Hogar ☐ Otro lugar (Proporcione el nombre del lugar y la dirección): ☐ Trabajo ☐ Escuela	|__|__|:|__|__| ☐ a.m. ☐ p.m.		No con usted: Nombres:	Seleccione de la siguiente lista	|__|__|:|__|__| ☐ a.m. ☐ p.m. ☐ No salí
LUGAR 3 ☐ Hogar ☐ Otro lugar (Proporcione el nombre del lugar y la dirección): ☐ Trabajo ☐ Escuela	|__|__|:|__|__| ☐ a.m. ☐ p.m.		No. con usted: Nombres:	Seleccione de la siguiente lista	|__|__|:|__|__| ☐ a.m. ☐ p.m. ☐ No salí
LUGAR 4 ☐ Hogar ☐ Otro lugar (Proporcione el nombre del lugar y la dirección): ☐ Trabajo ☐ Escuela	|__|__|:|__|__| ☐ a.m. ☐ p.m.		No. con usted: Nombres:	Seleccione de la siguiente lista	|__|__|:|__|__| ☐ a.m. ☐ p.m. ☐ No salí

LUGARES 5-12 AL REVERSO

E — LISTA DE ACTIVIDADES   Continuación de los lugares 5-12 en el reverso

Registre los códigos en la columna E que mejor describen la actividad para cada lugar. Para los paraderos de transporte o lugares de reunión de automóviles o ca.m.ionetas de viaje compartido: Registre la actividad '20'.

ACTIVIDADES EN EL HOGAR
01. Actividades típicas en el hogar
02. Trabajo en casa (pagado)

TRABAJO, ESCUELA Y VOLUNTARIADO
02. Trabajo en casa(pagado)
03. Trabajo en un lagar de trabajo fijo
04. Trabajo en un lugar de trabajo no fijo
05. Relacionado al trabajo (reunión fuera del sitio)
06. Escuela /estudio
07. Voluntariado

COMPRAS Y ENCARGOS
08. Compras principales
09. Otras compras de rutina
10. Comidas o encargos entregados en el auto
11. Servicio de vehículos
12. Visitas de atención médica
13. Otros encargos que no son compras

ACTIVIDADES SOCIALES
14. Comer afuera
15. Socializar con amigos / parientes
16. Eventos religiosos o comunitarios
17. Ejercicios o recreación
18. Asistir a un evento especial importante

ACTIVIDADES RELACIONADAS CON EL VIAJE
19. Dejar /recoger pasajeros
20. Cambio en el modo de viaje/transferencia (de ir a pie a tomar un autobús, de un autobús a otro, etc.)

Patrocinado por: MDOT Michigan Department of Transportation | SEMCOG Southeast Michigan Council of Governments

	A Indique cada lugar a dónde fue durante su día de viaje, incluidos los viajes cortos como detenerse para echar gasolina, ir a un cajero automático o recoger a los niños de la escuela.	B ¿A qué hora llegó a este lugar?	C ¿Cómo llegó a este lugar? (a pie, en automóvil, autobús, etc.)	D ¿Cuántas personas fueron a este lugar con usted? ¿Quiénes fueron ellos?	E ¿Qué hizo en este lugar? Consulte la lista de actividades en la primera página.	F ¿A qué hora salió de este lugar?
LUGAR 5	☐ Hogar ☐ Trabajo ☐ Escuela ☐Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 6	☐ Hogar ☐ Trabajo ☐ Escuela ☐Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 7	☐ Hogar ☐ Trabajo ☐ Escuela ☐Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 8	☐ Hogar ☐ Trabajo ☐ Escuela ☐Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 9	☐ Hogar ☐ Trabajo ☐ Escuela ☐Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 10	☐ Hogar ☐ Trabajo ☐ Escuela ☐Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 11	☐ Hogar ☐ Trabajo ☐ Escuela ☐Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 12	☐ Hogar ☐ Trabajo ☐ Escuela ☐Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí

Appendix Q

Spanish Log Letter

Estimado/a John,

¡Gracias por aceptar participar en la encuesta MI Travel Counts!

La información que nos proporcione nos ayudará a asegurar que los futuros proyectos de transporte reflejen lo que su comunidad necesita y que los fondos de transporte se inviertan sabiamente. Recuerde que valoramos su información sin importar lo mucho o poco que viaje.

Siguientes pasos:

1. Utilice el registro de viajes incluido para ayudarle a llevar un registro de todos los lugares a dónde va en día de viaje.

2. Infórmenos acerca de los lugares a dónde fue ese día.

> **En línea:** Vaya a www.MITravelCounts.com. Haga clic en "Report Travel" (Informar los viajes) e ingrese su n.º de **PIN.**

> **Por teléfono:** Llame al teléfono 1-855-774-1800 para hablar con un miembro del equipo de estudio de Westat.

Luego que confirmemos que todos los miembros de la casa comunicaron la información de los viajes, le enviaremos a su casa $20 por ayudarnos con la encuesta.

La participación es voluntaria y su información personal se mantendrá en forma confidencial, como lo exige la ley.

¡Gracias por ayudar al progreso de Michigan!

Esta encuesta es patrocinada por MDOT y SEMCOG y realizada por Westat.

Appendix R

Spanish Example Travel Log

Registro de viajes

Juan

MI Travel Counts — Your participation means better Michigan transportation.

	A Indique cada lugar a dónde fue durante su día de viaje, incluidos los viajes cortos como detenerse para echar gasolina, ir a un cajero automático o recoger a los niños de la escuela.	**B** ¿A qué hora llegó a este lugar?	**C** ¿Cómo llegó a este lugar? (a pie, en automóvil, autobús, etc.)	**D** ¿Cuántas personas fueron a este lugar con usted? ¿Quiénes fueron ellos?	**E** ¿Qué hizo en este lugar? Seleccione hasta dos actividades de la siguiente lista.	**F** ¿A qué hora salió de este lugar?
EMPIECE AQUÍ	**EMPIECE AQUÍ:** Su día de viaje empieza a las 3 a.m. de la mañana del día asignado. ¿Dónde estuvo a esta hora? ☐ Hogar ☐ Trabajo ☐ Escuela ☐ Otro lugar (Proporcione el nombre del lugar y la dirección):				Seleccione de la siguiente lista: 01 17	|1|2|:|2|3| ☑ a.m. ☐ p.m. ☐ No salí
LUGAR 2	¿A dónde fue luego? ☐ Hogar ☐ Trabajo ☐ Escuela ☑ Otro lugar (Proporcione el nombre del lugar y la dirección): Whole Foods Market (Supermercado) 115 Mack Ave., Detroit, MI	|1|2|:|4|6| ☐ a.m. ☐ p.m.	Automóvil	No con usted: Nombres: Maria	Seleccione de la siguiente lista: 09	|1|2|:|3|5| ☑ a.m. ☐ p.m. ☐ No salí
LUGAR 3	☐ Hogar ☐ Trabajo ☐ Escuela ☑ Otro lugar (Proporcione el nombre del lugar y la dirección): Knox Cleaners (Tintorería) 2903 Trumbull Ave., Detroit, MI	|1|1|:|5|8| ☐ a.m. ☐ p.m.		No. con usted: Nombres: Maria	Seleccione de la siguiente lista: 13	|1|2|:|0|6| ☐ a.m. ☑ p.m. ☐ No salí
LUGAR 4	☐ Hogar ☐ Trabajo ☐ Escuela ☐ Otro lugar (Proporcione el nombre del lugar y la dirección):	|1|2|:|3|7| ☐ a.m. ☐ p.m.		No. con usted: Nombres: Maria	Seleccione de la siguiente lista: 02 01	|_|_|:|_|_| ☐ a.m. ☐ p.m. ☑ No salí

LUGARES 5-12 AL REVERSO

➤ **E LISTA DE ACTIVIDADES** — Registre los códigos en la columna E que mejor describen la actividad para cada lugar. Para los paraderos de transporte o lugares de reunión de automóviles o camionetas de viaje compartido: Registre la actividad '20.'

Continuación de los lugares 5-12 en el reverso

ACTIVIDADES EN EL HOGAR
01. Actividades típicas en el hogar
02. Trabajo en casa (pagado)

TRABAJO, ESCUELA Y VOLUNTARIADO
02. Trabajo en casa (pagado)
03. Trabajo en un lugar de trabajo fijo
04. Trabajo en un lugar de trabajo no fijo
05. Relacionado al trabajo (reunión fuera del sitio)
06. Escuela /estudio
07. Voluntariado

COMPRAS Y ENCARGOS
08. Compras principales
09. Otras compras de rutina
10. Comidas o encargos entregados en el auto
11. Servicio de vehículos
12. Visitas de atención médica
13. Otros encargos que no son compras

ACTIVIDADES SOCIALES
14. Comer afuera
15. Socializar con amigos / parientes
16. Eventos religiosos o comunitarios
17. Ejercicios o recreación
18. Asistir a un evento especial importante

ACTIVIDADES RELACIONADAS CON EL VIAJE
19. Dejar / recoger pasajeros
20. Cambio en el modo de viaje/transferencia (de ir a pie a tomar un autobús, de un autobús a otro, etc.)

Patrocinado por:

MDOT Michigan Department of Transportation | SEMCOG Southeast Michigan Council of Governments

A — Indique cada lugar a dónde fue durante su día de viaje, incluidos los viajes cortos como detenerse para echar gasolina, ir a un cajero automático o recoger a los niños de la escuela.

B — ¿A qué hora llegó a este lugar?

C — ¿Cómo llegó a este lugar? (a pie, en automóvil, autobús, etc.)

D — ¿Cuántas personas fueron a este lugar con usted? ¿Quiénes fueron ellos?

E — ¿Qué hizo en este lugar? Consulte la lista de actividades en la primera página.

F — ¿A qué hora salió de este lugar?

	A	B	C	D	E	F
LUGAR 5	☐ Hogar ☐ Trabajo ☐ Escuela ☐ Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 6	☐ Hogar ☐ Trabajo ☐ Escuela ☐ Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 7	☐ Hogar ☐ Trabajo ☐ Escuela ☐ Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 8	☐ Hogar ☐ Trabajo ☐ Escuela ☐ Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 9	☐ Hogar ☐ Trabajo ☐ Escuela ☐ Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 10	☐ Hogar ☐ Trabajo ☐ Escuela ☐ Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 11	☐ Hogar ☐ Trabajo ☐ Escuela ☐ Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí
LUGAR 12	☐ Hogar ☐ Trabajo ☐ Escuela ☐ Otro lugar (Proporcione el nombre del lugar y la dirección):	|__|__|:|__|__| ☐ am ☐ pm		No. con usted: Nombres:	Indique hasta dos actividades:	|__|__|:|__|__| ☐ am ☐ pm ☐ No salí

Appendix S

Spanish Long-Distance Travel Log

Registro de viajes de larga distancia

La comunidad de planificación del transporte de Michigan está interesada en la forma en que las personas viajan cuando dejan la región donde está su hogar. Como parte de su participación en la encuesta MI Travel Counts, a usted y a los miembros de su casa se les está pidiendo proporcionar información sobre todos los viajes de larga distancia realizados en los últimos tres meses.

➤ Use este registro para reunir información de todos los viajes de larga distancia realizados en los **últimos tres meses**.

➤ Un viaje de larga distancia es una visita a cualquier lugar ubicado a por lo menos **100 millas** de su hogar.

➤ Si el viaje incluyó visitas a múltiples lugares, **registre el lugar que estaba más lejos** de su hogar.

➤ Recuerde incluir todos los viajes realizados por **cada miembro de su casa**.

➤ Se le pedirá comunicar esta información durante la encuesta de seguimiento.

MI Travel Counts

¿Preguntas?

🖥 www.MITravelCounts.com

☎ 1-855-774-1800

Número del viaje de larga distancia	Destino/lugar visitado	¿Qué miembros de la familia fueron en este viaje?	Fecha de salida / fecha de inicio del viaje	Fecha de regreso / fecha de finalización del viaje	¿Cuál fue la principal razón para ir en este viaje?	¿Cómo …		¿Cuántas veces se ha hecho ese viaje en los últimos tres meses? (Si es más de uno, no registre nuevamente ese viaje)
						llegaron allí las personas en este viaje? (por ejemplo, automóvil, tren, avión, autobús)	se desplazaron durante la visita las personas en este viaje? (por ejemplo, taxi, automóvil, a pie)	
1	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
2	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
3	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
4	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
5	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
6	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
7	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
8	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				

¡Informe sobre más viajes al reverso! ➡

Registro de viajes de larga distancia (continuación)

Número del viaje de larga distancia	Destino/lugar visitado	¿Qué miembros de la casa fueron en este viaje?	Fecha de salida / fecha de inicio del viaje	Fecha de regreso / fecha de finalización del viaje	¿Cuál fue la principal razón para ir en este viaje?	¿Cómo …		¿Cuántas veces se ha hecho ese viaje en los últimos tres meses? (Si es más de uno, no registre nuevamente ese viaje)
						llegaron allí las personas en este viaje? (por ejemplo, automóvil, tren, avión, autobús)	se desplazaron durante la visita las personas en este viaje? (por ejemplo, taxi, automóvil, a pie)	
9	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
10	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
11	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
12	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
13	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
14	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
15	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
16	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
17	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
18	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
19	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				
20	Ciudad, estado:	Nombres:	___ / ___ / ____	___ / ___ / ____				

Appendix T

Arabic Advance Letter

Address Line
رقم التعريف الشخصي: >>PINNO<<

الساكن العزيز:

لمساعدتنا على فهم احتياجات النقل في ميشيغان، تطلب منك وزارة النقل في ولاية ميشيغان ومجلس حكومات جنوب شرق ميشيغان أن تشارك في استطلاع إحصاءات ميشيغان **للرحلات** الذي يتناول النقل في الولاية. وسيستخدم هذا الاستطلاع في الأمور التالية:

- المساعدة في تحديد المشروعات التي تحسن عملية الوصول إلى الأعمال والمدارس والرعاية الصحية وغيرها من الأنشطة اليومية الهامة.
- المساعدة في تحسين الطرق والنقل العام والأرصفة ومسارات الدراجات في منطقتك المجتمعية.
- المساعدة في اتخاذ القرارات بشأن كيفية ومواضع إنفاق ميزانية النقل.

أنت ومن معك من المقيمين الآخرين في منزلك مطالبين بالاشتراك في استطلاع يتناول الأماكن التي تذهبون إليها والكيفية التي تصلون بها إلى تلك الأماكن. ستساعدنا المعلومات التي تقدمها في التأكد من ان مشروعات النقل تعكس احتياجات مجتمعك بشكل صحيح. تجري ويستات، شركة أبحاث عبر الاستطلاعات معروفة على النطاق القومي، استطلاعا بالنيابة عن وزارة النقل في ولاية ميشيغان وعن مجلس حكومات جنوب شرق ميشيغان.

المشاركة طوعية وسيتم الحفاظ على سرية معلوماتك الشخصية، كما ينص على ذلك القانون.

شكرا لك مقدما على مساعدتك في الدفع بميشيغان إلى الأمام.

المخلصون لكم،

كاثلين لوماكو	كيرك ت. شتودل
المدير التنفيذي لمجلس حكومات جنوب شرق ميشيغان	مدير وزارة النقل في ولاية ميشيغان

كيف تستطيع أن تساعد؟

1. قم بإنشاء حساب ثم أكمل الاستطلاع المختصر الموجود على الانترنت على:www.MITravelCounts.com. قم بتسجيل الدخول برقم التعريف الشخصي الخاص بك الموجود أسفل عنوانك. (أو. إن كنت تفضل، اتصل بأحد أعضاء فريق ويستات على الرقم 1800-774-855-1).

2. استخدم سجل الرحلات الذي قدمناه لك لتتبع الأماكن التي تذهب إليها خلال يوم واحد.

3. أكمل الخطوة الأخيرة من الاستطلاع بأن تخبرنا بشأن الأماكن التي ذهبت إليها خلال ذلك اليوم.

4. أحصل على 20دولارًا نظير إتمام كل بنود الاستطلاع.

Appendix U

Arabic Postcard Reminder 1

نناشدكم أن تساعدوا وزارة النقل في ولاية ميشيغان ومجلس حكومات جنوب شرق ميشيغان في مسعاهم لتحسين الطرق والأرصفة ومسارات الدراجات في منطقتكم المجتمعية.

مشاركتكم في استطلاع إحصاءات ميشيغان للرحلات سيساعدنا في فهم احتياجات النقل خلال مراحل نمو منطقتكم المجتمعية وتغيرها. مهما كانت الطريقة التي تنتقل بها من مكان إلى آخر: سواء كان ذلك بالسيارة أو الحافلة أو مشيا على الأقدام أو بركوب الدراجة – نحن نحتاج إلى أن نستمع إلى رأيك!

إذا كنت قد استجبت بالفعل وأديت استطلاعنا الموجود على شبكة الإنترنت، **فشكرا لك!** وإن لم تفعل ذلك، فما زال الوقت متوفرا.

لبدء الاستطلاع قم من فضلك بزيارة موقع الدراسة في الرابط:
www.MITravelCounts.com وقم بإدخال الرقم السري الخاص بك. الرقم السري الخاص بك موجود أسفل عنوانك على الوجه الآخر من هذا الكارت.

سوف تتلقى 20 دولار كشكر منا لإكمال هذا الاستطلاع.

لديك أسئلة؟ من فضلك راسلنا على البريد الإلكتروني **MITravelCounts@westat.com** أو اتصل بنا على الرقم **1-800-774-855-1**

شكرا لك على مساعدتك في الدفع بميشيغان إلى الأمام!

رحلاتك مهمة

برعاية وزارة النقل في ميشيغان ومجلس حكومات جنوب شرق ميشيغان وقامت به ويستات

Appendix V

Arabic Postcard Reminder 2

<div dir="rtl">

الوقت مازال متوفرا...

...أمامكم لكي تساعدوا وزارة النقل في ولاية ميشيغان ومجلس حكومات جنوب شرق ميشيغان في مسعاهم لتحسين الطرق والأرصفة ومسارات الدراجات في منطقتكم المجتمعية.

مشاركتكم في استطلاع إحصاءات ميشيغان للرحلات سيساعدنا في فهم احتياجات النقل خلال مراحل نمو منطقتكم المجتمعية وتغيرها.

أرسلنا إليكم، مؤخرا، رسالة نطلب منكم فيها المساعدة بتأدية هذا ألاستطلاع الهام. إذا كنت قد استجبت بالفعل وأديت استطلاعنا، **فشكرا لك!** وإن لم تفعل، فما زال ذلك ممكنا.

من فضلك قم بزيارة موقعنا على الرابط **www.MITravelCounts.com** لتعرف المزيد عن الدراسة ولكي تدخل الرقم السري الخاص بك من أجل البدء. **ألرقم ألسري الخاص بك موجود أسفل عنوانك على الوجه الآخر من هذا الكارت.**

سوف تتلقى 20 دولار كشكر منا لإكمال هذا الاستطلاع.

إذا كانت لديك أسئلة، فيمكنك أن تتصل بأحد أعضاء فريق أبحاث ويستات عبر الهاتف على الرقم: **18557741800** أو عبر البريد الإلكتروني التالي: **MITravelCounts@westat.com.**

شكرا لك مقدما على مساعدتك في الدفع بميشيغان إلى الأمام.

</div>

المدينة <ساكن>
<العنوان الاولى>
<الرمز البريدي>, MI <مدينة>
الرقم السري: <PIN>

برعاية وزارة النقل في ميشيغان ومجلس حكومات جنوب شرق ميشيغان وقامت به ويستات

Appendix W

Arabic Travel Log

سجل الرحلات

MI Travel Counts

Your participation means better Michigan transportation.

F	E	D	C	B	A
متى غادرت هذا المكان؟	ما الذي فعلتوه عند وصولكم لهذا المكان؟ إختر إلى حد نشاطين من ألقائمة أدناه.	كم عدد من رافقوك إلى هذا المكان؟ ومن هم؟	كيف وصلت إلى هذا المكان؟ (مشيا، بالسيارة، بالحافلة، إلخ)	متى وصلت إلى هذا المكان؟	أذكر كل مكان من الأماكن التي ذهبت إليها خلال يوم رحلتك، ومنها الرحلات القصيرة مثل التوقف للتزود بالوقود والذهاب إلى الصراف الآلي أو اصطحاب الأطفال من المدرسة..

ابدأ هنا — ابدء هنا: يوم رحلاتك يبدأ في الساعة 3 صباح اليوم المسند إليك فأين كنت في ذلك الوقت

☐ المنزل   ☐ أماكن أخرى (أذكر اسم المكان وعنوانه):
☐ العمل
☐ المدرسة

اختر من القائمة بالأسفل

|—|—|:|—|—|
صباحا ☐   مساءا ☐
لم أغادر ☐

أين ذهبت بعد ذلك؟ (الأماكن 5-12 في الصفحة الخلفية)

المكان 2

☐ المنزل   ☐ أماكن أخرى (أذكر اسم المكان وعنوانه):
☐ العمل
☐ المدرسة

عدد المرافقين:
الأسماء:

اختر من القائمة بالأسفل

|—|—|:|—|—| صباحا ☐   مساءا ☐
|—|—|:|—|—| صباحا ☐   مساءا ☐   لم أغادر ☐

المكان 3

☐ المنزل   ☐ أماكن أخرى (أذكر اسم المكان وعنوانه):
☐ العمل
☐ المدرسة

عدد المرافقين:
الأسماء:

اختر من القائمة بالأسفل

|—|—|:|—|—| صباحا ☐   مساءا ☐
|—|—|:|—|—| صباحا ☐   مساءا ☐   لم أغادر ☐

المكان 4

☐ المنزل   ☐ أماكن أخرى (أذكر اسم المكان وعنوانه):
☐ العمل
☐ المدرسة

عدد المرافقين:
الأسماء:

اختر من القائمة بالأسفل

|—|—|:|—|—| صباحا ☐   مساءا ☐
|—|—|:|—|—| صباحا ☐   مساءا ☐   لم أغادر ☐

قائمة الأنشطة   **E**   استمر إلى الأماكن 5-12 في الصفحة الخلفية

سجل في العمود E الرمز أو الرموز التي تصف بدقة النشاط الممارس في كل مكان. وفيما يخص المحطات العامة لتغيير وسيلة السفر. أو السيارة أو مكان الالتقاء لتبادل التوصيل فعليك ان تضع الرمز "20".

الأنشطة الاجتماعية
14. تناول الطعام بالخارج
15. زيارة الأصدقاء والأقارب
16. المناسبات الدينية والمجتمعية
17. الرياضة والترفيه
18. حضور المناسبات الكبرى المتميزة

التسوق والمهمات
8. رحلات التسوق الجسيمة
9. التسوق المعتاد
10. القيادة لتناول الطعام أو أداء المهمات
11. صيانة السيارة
12. زيارات متعلقة بالرعاية الصحية
13. مهمات أخرى لا علاقة لها بالتسوق

العمل المدرسي والتطوعي
2. العمل في المنزل (مدفوع)
3. العمل في مكان ثابت
4. العمل في أماكن مختلفة
5. متصل بالعمل (اجتماع بغير مكان العمل)
6. المدرسة والمذاكرة
7. التطوع

الأنشطة المنزلية
1. الأنشطة المنزلية التقليدية
2. العمل في المنزل (مدفوع الأجر)

الأنشطة المتعلقة بالسفر
19. استقبال وتوصيل المسافر/ين
20. تغيير وسيلة السفر/ الانتقال (المشي بدلا من الحافلة،

MDOT Michigan Department of Transportation

SEMCOG Southeast Michigan Council of Governments

ممول من طرف:

Appendix X

Arabic Log Letter

عزيزي (الاسم الأول)،

شكرا لموافقتك على المساهمة في استطلاع إحصاءات ميشيغان للرحلات!

ستساعد المعلومات التي ستقدمها في ضمان أن تعكس مشروعات النقل المستقبلية احتياجات منطقتك المجتمعية وضمان إنفاق مخصصات النقل بشكل حكيم. تذكر اننا نقدر لك ما تقدمه من مساهمات، بغض النظر عن كثرة رحلاتك أو قلتها.

الخطوات التالية:

1. استخدم سجل الرحلات المرفق ليساعدك في تسجيل كل الأماكن التي ذهبت إليها خلال "يوم الرحلات".

2. أخبرنا بشأن الأماكن التي ذهبت إليها خلال ذلك اليوم.

   ➢ **عبر شبكة الإنترنت:** اذهب إلى الموقع: www.MITravelCounts.com. اضغط على "أبلغ عن الرحلات" "Report Travel"وأدخل الرقم السري الخاص بك«**PINNO**» .

   ➢ **عبر الهاتف:** اتصل بالرقم 18557741800 لكي تتحدث مع أحد أعضاء فريق بحوث ويستات.

سنرسل 20 دولار لأسرتك نظير مساعدتنا في هذا الاستطلاع بمجرد تأكدنا من أن ما أبلغتنا به من معلومات بشأن رحلات كل أعضاء أسرتك.

المشاركة طوعية وسيتم الحفاظ على سرية معلوماتك الشخصية، كما ينص على ذلك القانون.

شكرا لك مرة اخرى على مساعدتك في الدفع بميشيغان إلى الأمام!

Appendix Y

Arabic Example Travel Log

سجل الرحلات

MI Travel Counts — Your participation means better Michigan transportation.

قائمة الأنشطة

سجل في العمود E الرمز أو الرموز التي تصف بدقة النشاط الممارس في كل مكان، وفيما يخص الحطات العامة لتغيير وسيلة السفر. أو السيارة أو مكان الإقامة لتبادل التوصيل فعليا أن تضع الرمز "20".

الأنشطة المنزلية
1. الأنشطة المنزلية التقليدية
2. العمل في المنزل (مدفوع الأجر)

العمل المدرسي والتعليمي
2. العمل المدرسي والتعليمي
3. العمل في المنزل (مدفوع الأجر)
4. العمل في أماكن مختلفة
5. شغل بالعمل (أماكن مختلفة) بغير مكان العمل
6. المدرسة والمذاكرة
7. التطوع

التسوق والخدمات
8. رحلات التسوق الحميمة
9. التسوق المعتاد
10. القيادة لتناول الطعام أو أداء الميمات
11. صيانة السيارة
12. زيارات متعلقة بالرعاية الصحية
13. مهمات أخرى لا علاقة لها بالتسوق

الأنشطة الاجتماعية
14. تناول الطعام بالخارج
15. زيارة الأصدقاء والأقارب
16. المناسبات الدينية والمجتمعية
17. الرياضة والترفيه
18. حضور المناسبات الكبرى الترفيهية

الأنشطة المتعلقة بالسفر
19. استقلال وتوصيل السفر
20. تغيير وسيلة السفر (الانتقال / المشي بدلا من الحافلة)

استمر إلى الأماكن 5-12 في الصفحة الخلفية

ممول من طرف:

MDOT Michigan Department of Transportation | **SEMCOG** Southeast Michigan Council of Governments

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جدول الرحلات

F متى غادرت هذا المكان؟	E ما الذي فعلته عند وصولك إلى هذا المكان؟ اختر من القائمة أدناه.	D كم عدد من رافقك إلى هذا المكان؟ ومن هم؟	C كيف وصلت إلى هذا المكان؟ (مشيا بالسيارة إلخ)	B متى وصلت إلى هذا المكان؟	A اذكر كل مكان من الأماكن التي ذهبت إليها خلال يوم بالوقود والنفيا والذهاب إلى الصرف الآلي أو اصطحاب الأطفال إلى النزود من المدرسة
				ابدء هنا: يوم رحلتك يبدأ في الساعة 3 صباح اليوم السبت أين كنت في ذلك	أين كنت هنا: ☒ المنزل ☐ العمل ☐ المدرسة ☐ أماكن أخرى (اذكر اسم المكان و عنوانه):
١١:٠٢:٣ صباحا ☒ لم أغادر ☐ مساءا	اختر من القائمة بالأسفل [0 1] [1 7]	عدد المرافقين: ١ الأسماء: ٢ م	١ با٠	صباحا ☒ مساءا ☐ [1 1:0 4]	اين ذهبت بعد ذلك؟ ☐ المنزل ☐ العمل ☐ المدرسة ☒ أماكن أخرى (اذكر اسم المكان وعنوانه): مركز التسوق
١١:٥:٨ صباحا ☒ لم أغادر ☐ مساءا	اختر من القائمة بالأسفل [0 9]	عدد المرافقين: ١ الأسماء: م م	١ با٠	صباحا ☒ مساءا ☐ [1 1:5 0]	☐ المنزل ☐ العمل ☐ المدرسة ☒ أماكن أخرى (اذكر اسم المكان وعنوانه): كي نو يريس للك حفص الأحرف ٤ ريل، د تكرونت، ميشكان ١١٠
١٢:٣:٧ صباحا ☒ لم أغادر ☐ مساءا	اختر من القائمة بالأسفل [1 3]	عدد المرافقين: ١ الأسماء: م م	١ با٠	صباحا ☒ مساءا ☐ [1 1:1 5]	☐ المنزل ☐ العمل ☐ المدرسة ☒ أماكن أخرى (اذكر اسم المكان وعنوانه): سيرة الدور الموقف
صباحا ☐ لم أغادر ☒ مساءا	اختر من القائمة بالأسفل [0 2] [0 1]	عدد المرافقين: ١ الأسماء: م م	١ با٠	صباحا ☐ مساءا ☒ [1 2:4 5]	☐ المنزل ☐ العمل ☐ المدرسة ☐ أماكن أخرى (اذكر اسم المكان وعنوانه):

الرحلات بالنقل العام 5-12

	رحلة 12	رحلة 11	رحلة 10	رحلة 9	رحلة 8	رحلة 7	رحلة 6	رحلة 5
A أنكر كل مكان من الأماكن التي ذهبت اليها خلال يوم رحلتك وصفها المصارف الآلي أو اصطحاب الأطفال من المدرسة والذهاب الى المدرسة..	□ المنزل □ العمل □ المدرسة □ اماكن اخرى (أذكر اسم المكان و عنوانه):	□ المنزل □ العمل □ المدرسة □ اماكن اخرى (أذكر اسم المكان و عنوانه):	□ المنزل □ العمل □ المدرسة □ اماكن اخرى (أذكر اسم المكان و عنوانه):	□ المنزل □ العمل □ المدرسة □ اماكن اخرى (أذكر اسم المكان و عنوانه):	□ المنزل □ العمل □ المدرسة □ اماكن اخرى (أذكر اسم المكان و عنوانه):	□ المنزل □ العمل □ المدرسة □ اماكن اخرى (أذكر اسم المكان و عنوانه):	□ المنزل □ العمل □ المدرسة □ اماكن اخرى (أذكر اسم المكان و عنوانه):	اين ذهبت بعد ذلك؟ □ المنزل □ العمل □ المدرسة □ اماكن اخرى (أذكر اسم المكان و عنوانه):
B متى وصلت الى هذا المكان؟	□ صباحا |_|:|_| □ مساءا |_|_|	□ صباحا |_|:|_| □ مساءا |_|_|	□ صباحا |_|:|_| □ مساءا |_|_|	□ صباحا |_|:|_| □ مساءا |_|_|	□ صباحا |_|:|_| □ مساءا |_|_|	□ صباحا |_|:|_| □ مساءا |_|_|	□ صباحا |_|:|_| □ مساءا |_|_|	□ صباحا |_|:|_| □ مساءا |_|_|
C كيف وصلت الى هذا المكان؟ (وشيئا بالسيارة، بالحافلة، الخ)								
D كم عدد من رافقوك؟ ومن هم؟	عدد المرافقين: الاسماء:	عدد المرافقين: الاسماء:	عدد المرافقين: الاسماء:	عدد المرافقين: الاسماء:	عدد المرافقين: الاسماء:	عدد المرافقين: الاسماء:	عدد المرافقين: الاسماء:	عدد المرافقين: الاسماء:
E ما الذي فعلته في هذا المكان؟ وصولك للذي رجح الى قائمة الأنشطة في النسخة الأولى	أذكر ما لايزيد عن نشاطين: ☐ ☐	أذكر ما لايزيد عن نشاطين: ☐ ☐	أذكر ما لايزيد عن نشاطين: ☐ ☐	أذكر ما لايزيد عن نشاطين: ☐ ☐	أذكر ما لايزيد عن نشاطين: ☐ ☐	أذكر ما لايزيد عن نشاطين: ☐ ☐	أذكر ما لايزيد عن نشاطين: ☐ ☐	أذكر ما لايزيد عن نشاطين: ☐ ☐
F متى غادرت هذا المكان؟	□ صباحا |_|:|_| □ مساءا |_|_| □ لم اغادر	□ صباحا |_|:|_| □ مساءا |_|_| □ لم اغادر	□ صباحا |_|:|_| □ مساءا |_|_| □ لم اغادر	□ صباحا |_|:|_| □ مساءا |_|_| □ لم اغادر	□ صباحا |_|:|_| □ مساءا |_|_| □ لم اغادر	□ صباحا |_|:|_| □ مساءا |_|_| □ لم اغادر	□ صباحا |_|:|_| □ مساءا |_|_| □ لم اغادر	□ صباحا |_|:|_| □ مساءا |_|_| □ لم اغادر

Appendix Z

Arabic Long-Distance Travel Log

سجل رحلات المسافات الطويلة

مجتمع ميشيغان لتخطيط النقل مهتم بالطرق التي يتبعها الناس في الرحلات عندما يغادرون منطقتهم الأصلية وكجزء من مشاركتكم في استطلاع احصاء الرحلات فإنه مطلوب منكم ومن أفراد أسرتكم توفير بعض المعلومات عن كل الرحلات ذات المسافات الطويلة التي قمتم بها خلال الثلاثة أشهر الماضية

استخدم هذا السجل لتجميع كل المعلومات بشأن كل رحلات المسافات الطويلة التي قمتم بها خلال الثلاثة أشهر الماضية

رحلة المسافة الطويلة هي رحلة لأي مكان يبعد على الاقل 100 ميل عن منزلك

إذا كانت الرحلة تتضمن زيارات لأماكن متعددة عليك أن تسجل أكثر الأماكن بعدا عن منزلك

لا تنسى أن تذكر كل الرحلات التي قام بها كل فرد من أفراد أسرتك المعيشية

سيطلب منك أن تقدم هذه المعلومات خلال استطلاع المتابعة

أسئلة؟

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رقم رحلة المسافة الطويلة	المقصد/مكان الزيارة	أي أفراد الأسرة ذهب في هذه الرحلة؟	تاريخ المغادرة/تاريخ بدء الرحلة	تاريخ العودة/تاريخ نهاية الرحلة	ما هو السبب الرئيسي للقيام بهذه الرحلة؟	كيف تمكن المشاركون في الرحلة من الوصول؟(استخدمو السيارة،القطار، الطائرة،الحافلة)	التنقل خلال الزيارة؟ (باستخدام التاكسي، السيارة، المشي)	كم مرة قمتم بهذه الرحلة خلال الثلاثة أشهر الماضية؟ (إن كان عدد المرات يزيد عن 1 فلا تسجل هذه الرحلة مرة أخرى)
1	المدينة، الولاية:	الأسماء:	___ / ___ / ___	___ / ___ / ___				
2	المدينة، الولاية:	الأسماء:	___ / ___ / ___	___ / ___ / ___				
3	المدينة، الولاية:	الأسماء:	___ / ___ / ___	___ / ___ / ___				
4	المدينة، الولاية:	الأسماء:	___ / ___ / ___	___ / ___ / ___				
5	المدينة، الولاية:	الأسماء:	___ / ___ / ___	___ / ___ / ___				
6	المدينة، الولاية:	الأسماء:	___ / ___ / ___	___ / ___ / ___				
7	المدينة، الولاية:	الأسماء:	___ / ___ / ___	___ / ___ / ___				
8	المدينة، الولاية:	الأسماء:	___ / ___ / ___	___ / ___ / ___				

سجل رحلات المسافات الطويلة(يتبع)

كم مرة قمتم بهذه الرحلة خلال الثلاثة أشهر الماضية؟ (إن كان عدد المرات يزيد عن 1 فلا تسجل هذه الرحلة مرة أخرى)	كيف تمكن المشاركون في الرحلة من		ما هو السبب الرئيسي للقيام بهذه الرحلة؟	تاريخ العودة/تاريخ نهاية الرحلة	تاريخ المغادرة/تاريخ بدء الرحلة	أي أفراد الأسرة ذهب في هذه الرحلة؟	المقصد/مكان الزيارة	رقم رحلة المسافة الطويلة
	التنقل خلال الزيارة؟ (باستخدام التاكسي، السيارة، المشي)	الوصول؟(استخدمو السيارة،القطار ، الطائرة،الحافلة)						
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**9**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**10**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**11**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**12**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**13**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**14**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**15**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**16**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**17**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**18**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**19**
				___ / ___ / _____	___ / ___ / _____	الأسماء:	المدينة، الولاية:	**20**