

# Research Administration

MICHIGAN DEPARTMENT OF TRANSPORTATION

## Developing Research Projects for 2025 through 2027

*Steps for putting research to work for you*

**W**hat information do you need to do your job better? What problems do you need solved? MDOT's Research Administration is here to help. Below are the steps involved in requesting and carrying out a research project. You are not alone in this process. Research Administration will guide and support you every step of the way. In addition, Research Administration has a department-wide committee structure to guide and manage the entire process. You will have plenty of help from other staff and managers throughout the life of the project.

Steps in the research process	When
<b>1) Submit a Research Idea</b> Anyone may submit a research idea. Use the idea to briefly explain what issues or challenges need to be addressed through research. MDOT selects research ideas that will be further considered at the Research Development meetings.	September and October 2023
<b>2) Research Idea Selection</b> The MDOT Research Executive Committee and Research Advisory Committees review submitted research ideas and select which ideas will be further developed at the Research Development meetings.	November 2023 to February 2024
<b>3) Preliminary Research Idea Development</b> The MDOT staff person assigned to the project (project manager) begins to develop preliminary objects, tasks, and anticipated deliverables to address the research problem. Project managers begin to reach out to key focus area experts to comprise their research advisory panel for the project and prepare for the program development meetings.	February 2024 to May 2024
<b>4) Attend the Research Program Development Meetings</b> Stakeholders discuss research ideas with colleagues and other technical experts from in and outside of MDOT.	May 2024
<b>5) Develop a Problem Statement</b> The MDOT staff person assigned to the project (project manager) creates a problem statement for the research idea using input from the Program Development meetings. The problem statement tells potential researchers what MDOT needs to learn from the research and how the results will be used.	May to Mid-June 2024
<b>6) Research Problem Statement Approval and Research Program Approval</b> The MDOT Research Executive Committee and Research Advisory Committee approve problem statements and the research program as a whole.	Mid-June 2024 to August 2024
<b>7) Solicit Proposals from Researchers</b> MDOT invites researchers to submit proposals for carrying out the research described in the problem statement.	October 2024 (2025 projects) Spring 2025 (2026 projects) Spring 2026 (2027 projects)

Contact Research Administration today to put research to work for you.

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