

# Colorado State Transportation Innovation Council

## Charter

December 2024

DEVELOPED IN PARTNERSHIP WITH TRANSPORTATION STAKEHOLDERS

We, the co-chairs, support the concept of updating the Colorado State Transportation Innovation Council Charter. The attached Charter will guide and direct transportation innovation by continuing to foster partnership and collaboration within the State of Colorado, as described herein.



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## Colorado

# State Transportation Innovation Council (STIC) Charter

Established 2014

Revised 2024

## Purpose

This Charter establishes the State Transportation Innovation Council (STIC) for the state of Colorado and defines its mission, scope and responsibility, membership, and administration.

## Vision

The Colorado STIC will foster a collaborative environment for rapid implementation of innovations and meaningful tools to efficiently deliver a modern, high quality, and safe transportation system in Colorado.

## Mission

The Colorado STIC will facilitate the rapid implementation of technologies, strategies, processes, and techniques among transportation professionals to ensure smart, innovative, and efficient investment in Colorado's transportation infrastructure.

## Scope and Responsibility

The STIC is a group of representatives from various levels of Colorado's transportation community. It is intended to bring together public and private transportation stakeholders to evaluate innovations and spearhead their deployment in Colorado via the STIC Incentive Program and other means.

The objective of the STIC is to identify and recommend ways that innovative technologies and practices can enable Colorado and local communities to more successfully respond to key issues and challenges that impact their transportation program. The STIC's primary duty is to determine which innovation(s) to fund via the annual STIC Incentive Program. Through the program, funding up to \$125,000 per federal fiscal year is made available to Colorado to support or offset the costs of standardizing innovative practices. The program is administered by FHWA's Center for Accelerating Innovation (CAI).

The STIC can also act as a catalyst for rapid deployment of innovative technologies and tactics that have been demonstrated in "real world" applications and can offer improved performance/effectiveness in Colorado. The blend of partners and stakeholders of the STIC can enable it to:

- provide leadership to promote and support rapid deployment of selected technologies, processes/procedures and techniques,
- provide a forum for discussing and proposing innovative solutions to transportation-related problems,
- identify and mobilize champions within the state of Colorado who are committed to the deployment of chosen technologies, strategies, and techniques,
- share information with Colorado stakeholders through meetings, webinars or other outreach.



- advise others on the implementation of the Every Day Counts (EDC) program and innovation related matters,
- be informed by a variety of sources, including but not limited to, FHWA's EDC program and the National STIC Network,
- collect and distribute reporting required for active and completed STIC Incentive projects. Active projects report on project status twice per year. Completed projects produce a final report describing the project, results, challenges, and lessons learned.

## Membership

Membership includes CDOT, FHWA and public or private representatives with an interest and working responsibility related to transportation innovation. The STIC will aim to represent a diversity of the transportation industry reflecting a balanced cross-section of transportation interests, including entities from various geographic locations and agencies of varying size.

The Council is co-chaired by the Chief Engineer of CDOT and the Deputy Division Administrator of FHWA Colorado Division. Council membership is made through invitation by one or both of the co-chairs.

Membership may include, but is not limited to, representatives from: Colorado Department of Transportation (CDOT), Federal Highway Administration (FHWA), Colorado Local Technical Assistance Program (COLTAP), Local Public Agencies, Industry Associations, Universities, Research Advisory Committee members (RAC), Contractors, Consultants, Resource Agencies, Tribal representation, or University Transportation Center(s).

In addition, subject matter experts (SMEs) and other advisory members may be invited to attend STIC meetings as non-voting members/guests with the concurrence of the co-chairs.

The Council will establish subcommittees as it deems necessary for the implementation of the STIC Incentive Program or other Council business which may involve STIC membership, organizing STIC meetings and guest presentations, technology transfer, or coordination with the EDC program.

A list of current members will be published on the Colorado STIC website (<https://www.codot.gov/programs/research/stic>)

## Meetings

The Council shall meet quarterly at a time and place set by the co-chairs. In addition, the STIC may be convened to address time-critical topics as deemed necessary by the co-chairs. Members are expected to attend all meetings. If necessary, a member may be represented by a designated alternate. Attendance may be in person or virtual.

Meeting schedules, agendas, and coordination of the STIC Incentive Program application processes, are coordinated by the STIC co-chairs or their designated representative(s) or subcommittee(s).

A majority of members, one of whom is a co-chair, must attend the meetings to establish a quorum. Decisions on Council activities will be made by a consensus of members in attendance at the meeting. Among the quarterly meetings, each year:



- at least one meeting will include discussion of CDOT/FHWA STIC priorities and strategies for STIC Incentive applications, prior to the current STIC application deadline.
- at least one meeting shall be dedicated to determination of funding for the annual STIC Incentive Program following the current FHWA application schedule and deadlines.
- the STIC will encourage presentations from guests or Council members on active or completed STIC projects (or other innovative projects) focusing on lessons learned, outcomes, or potential for further implementation or outreach.
- other meetings may involve discussion of innovation initiatives, outreach opportunities, national and regional opportunities (i.e., the bi-annual round of EDC initiatives) and other related business of the Council.

Items presented for STIC review shall be circulated electronically for members' review in advance of the meeting to allow members time to review the documents.

## Innovation Identification, Evaluation, and Implementation

The STIC provides an objective and transparent approach to the allocation of resources for innovation deployment, fostering acceptance among the transportation community for innovation implementation. All members are encouraged to identify and bring to the attention of the Council, potential new technologies, tactics, or techniques that may be successful innovations for implementation.

### STIC Incentive Program Funding

As the primary duty of the STIC, all members are expected to participate in the review and selection of applications for STIC Incentive Program Funding, unless a subcommittee has been established by the co-chairs for this purpose. Recommendation of the annual STIC Incentive project(s) that will be submitted to FHWA for funding approval will be made by agreement of a majority of voting STIC members. FHWA is a non-voting member for the purposes of funding recommendations.

STIC members shall recuse themselves from voting if they also submitted a current funding application. A co-chair can designate an alternate reviewer for recused member(s) if necessary. Applications will be evaluated with consideration of the following criteria:

- STIC Incentive Program eligibility
- Project fit within EDC and current STIC emphasis areas (such as safety)
- Project management, reporting, and matching funds commitment
- Readiness of implementation
- Usefulness and ease of implementation to others
- Potential to widely foster the deployment of transportation innovation in Colorado
- Application completeness and clarity
- Efficiency (Consideration of impact versus effort)