

# DRAFT

## Project Brief: State Agency CTR

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- 1. Project description**
  - a. Evaluate the current State Agency CTR program
  - b. Update the Action Plan and identify what tools WSDOT and TRPC will develop to support state agencies and their ETCs
  
- 2. Why are we doing this work?**
  - a. To successfully manage their programs, ETCs need additional guidance, training, and resources
  - b. By assessing the current CTR program support, WSDOT and TRPC will identify areas of improvement to resources, processes, communication practices, and guidance to better support state agencies and ETCs
  
- 3. What are we trying to achieve?**
  - a. Assess strengths and opportunities to improve State Agency CTR
  - b. Better support for state agencies and ETCs in the areas of CTR materials, guidance, and references
  
- 4. What are the anticipated products/deliverables?**
  - a. Updated CTR guidance, materials, and resources for state agency ETCs
  - b. Clear communication practices and training resources developed between state agency ETCs, WSDOT, and TRPC