

## Nova Scotia Travel Activity (NovaTRAC) Survey Consent Form

Dear Survey Participant,

We invite you to participate in the Nova Scotia Travel Activity (NovaTRAC) survey, a research project conducted by Dalhousie Transportation Collaboratory (DalTRAC) of Dalhousie University, in partnership with the Province of Nova Scotia and Halifax Regional Municipality (HRM). The survey will collect information about your household and household members' daily travel activities. Your response will be combined with travel information from other households in your area, which will give us a better picture of travel patterns and future transportation needs in your community.

Your household's involvement in this research project is important to its overall success. Please let other members of your household know about this opportunity to see if they will agree to take part too. **An adult member of the household will submit this survey on behalf of all household members who have offered consent to participate.** The respondent must seek consent from a parent/guardian for any household member under the age of 18. The survey can be submitted either on-line ([www.daltrac.com](http://www.daltrac.com)) or via phone.

This survey will ask specific questions about your travel on the previous weekday, including where you went, how you got there, and what you did there. The travel day reported must be a weekday (i.e. Monday - Friday, excluding holidays). You may choose to record your travel and activities using the travel log form provided in this invitation package or available at [www.dal.ca/sites/daltrac/novatrac-info.html](http://www.dal.ca/sites/daltrac/novatrac-info.html) prior to completing the survey. You would need to offer us information about each place you go starting with your location at 3:00 am on your travel day and ending with your location at 2:59 am the following day. Please advise other members of your household, so they too can take advantage of recording their travel log information for you to complete the survey accurately.

Please log in to our secure website [www.daltrac.com](http://www.daltrac.com) to submit your household's answers, which will take approximately **20-25 minutes**. If we do not receive your response within two weeks of sending you this invitation letter, you may receive a single phone call from us to offer you an opportunity to complete the survey over the phone.

Participation in the survey is **entirely voluntary**. Respondents will be able to withdraw from the survey at any time. You are welcome to refuse answering questions if you no longer want to participate. Incomplete surveys will not be used for further analysis.

**Protecting your privacy is critical to the success of this survey.** All information collected will be kept strictly confidential, and used to produce statistical summaries only. Any potentially identifying information will be stripped off at the early stage of data processing and replaced by anonymous codes. The data will be accessed by DalTRAC researchers for statistical analysis. The data and summaries will be shared with the Province of Nova Scotia and Halifax Regional Municipality (HRM) for use in transportation planning and policy making.

The survey is open to Nova Scotia households only. There is no direct personal benefit to the survey participants. However, information provided by you and other households in your area will help evaluate transport demand and plan transportation services to meet future needs of your community. The final survey report will be available on the DalTRAC website.

**There is an opportunity to enter to win a \$200 VISA gift card or one of ten \$25 VISA gift cards for every household survey completed.**

Please visit our survey information website to learn more about the study [www.dal.ca/sites/daltrac/novatrac-info.html](http://www.dal.ca/sites/daltrac/novatrac-info.html). If you have any question or need clarification in completing the survey, please contact Sara Campbell, DalTRAC Project Coordinator (Email: [daltrac@dal.ca](mailto:daltrac@dal.ca)).

Thank you very much for your time and participation.

Sincerely,

**Dr. Ahsan Habib**

Associate Professor, and Director

Dalhousie Transportation Collaboratory (DalTRAC)

School of Planning, and Department of Civil and Resource Engineering (cross), Dalhousie University

5410 Spring Garden Road, P.O. Box 15000, Halifax, NS, B3H4R2

Email: [ahsan.habib@dal.ca](mailto:ahsan.habib@dal.ca)

**IF YOU HAVE READ THIS LETTER AND AGREE TO PARTICIPATE IN THE SURVEY, PLEASE CONFIRM THAT YOU ARE 18 YEARS OF AGE OR OLDER, AND PROCEED WITH THE SURVEY.**

**Submission of this survey constitutes your consent and consent of each member of the household who provided survey information for this study**

If you have any difficulties with, or wish to voice concern about any aspect of your participation in this study, you may contact Catherine Connors, Director, Research Ethics, Dalhousie University at (902) 494-1462, or [ethics@dal.ca](mailto:ethics@dal.ca).

# Nova Scotia Travel Activity (NovaTRAC) Survey

## How to participate

You can participate in this survey in two ways:

1. You may directly fill out the survey online anytime by going to our secure website [www.daltraclab.com](http://www.daltraclab.com), using any computer or smartphone device.
2. Alternatively, in the next few weeks you may receive a single phone call to conduct the survey over the phone. This phone survey will ask the same questions as the online survey.

## Sample survey questions

Most of the questions asked in this survey will be about you and your household members' travel activities on the previous weekday. We would like to know specific information about where and when trips were taken by each member of your household. This information will give us a better picture of travel patterns and demand to assist in the planning of improved transportation services in your community.

Here is a sample of questions you will be asked:

- A. About your household
  - Number and types of vehicles available for personal use
  - Number of people living in your household
  - About your home including ownership status and type of house
- B. About each person
  - Age
  - Education and employment
  - If the person owns a transit pass or has a valid driver's license
- C. About each place visited and trip made by each person on the previous weekday (Monday-Friday, excluding holidays)
  - Location of Place A and Place B
  - Reason for making the trip (e.g. work or shopping)
  - Start time of the trip
  - Mode of transportation (e.g., car or transit or walk)

## How to make it work better

You would need to offer us information about each place you go on a typical weekday, starting with your location at 3:00 am and ending with your location at 2:59 am the following day. A sample travel log is provided with this package and printable versions are available at [www.dal.ca/sites/daltrac/novatrac-info.html](http://www.dal.ca/sites/daltrac/novatrac-info.html). You and other members of your household may choose to carry this travel log. Please record the places you visit and what you do there as you go. This would help you to remember location of places, trip purposes and exact arrival/departure times, which are crucial for the accuracy of the information collected. Please collect the travel logs of all members (if completed) prior to submitting your survey.

An adult member of the household will submit this survey on behalf of all household members who have offered consent to participate. Please complete your web-survey at [www.daltraclab.com](http://www.daltraclab.com).