



Nova Scotia Travel Activity (NovaTRAC) Halifax Survey Consent Form

Dear Survey Participant,

We invite you to participate in the NovaTRAC Halifax Survey, a research project conducted by Dalhousie University Transportation Collaboratory (DalTRAC). Through this survey, Halifax Regional Municipality is gathering information on how residents travel in order to better understand and improve our transportation system. 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 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 online (www.daltrac.com), via phone or mail.

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 prior to completing the survey. You would need to offer us information about each place you have been in 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 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 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 Halifax Regional Municipality (HRM) and the Province of Nova Scotia for use in transportation planning and policy making.

The survey is open to HRM 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 \$50 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. If you have any questions or need clarification in completing the survey, please contact the DalTRAC Project Coordinator: (Email: daltrac@dal.ca Phone: 902-494-1955).

Thank you very much for your time and participation.

Sincerely,

Dr. Ahsan Habib

Associate Professor, and Director

Dalhousie Transportation Collaboratory (DalTRAC)

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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 ethics@dal.ca.