

Certification User Group (CUG)

Overview for First-Time Attendees

Welcome to the CUG! The CUG has over 150 participants and is growing - we are glad you are joining us. This document provides you with foundational information about the CUG.

What is the CUG?

The CUG is a partnership of ODOT, FHWA, and local public agencies (LPAs) dedicated to streamlining the delivery of federal-aid projects in Oregon. The CUG was formed in June of 2016 based on input from local agencies, ODOT, and FHWA. The CUG collectively identified priorities and elected a Steering Committee to develop a Charter that was formally adopted in December 2016. Please visit the ODOT [Certification User Group webpage](#) to learn more about the CUG.

The CUG Mission

Streamline and improve the delivery of certified local public agency federal aid transportation projects for Oregon by:

- Recommending and coordinating training to improve understanding of regulations, requirements, and processes;
- Providing a forum for sharing information and best practices;
- Facilitating ongoing communication and further development of relationships within and among ODOT, federal agencies, and local public agencies; and
- Providing a means for ODOT and local public agencies (LPA's) to improve coordination and efficient use of resources.

How does the CUG work?

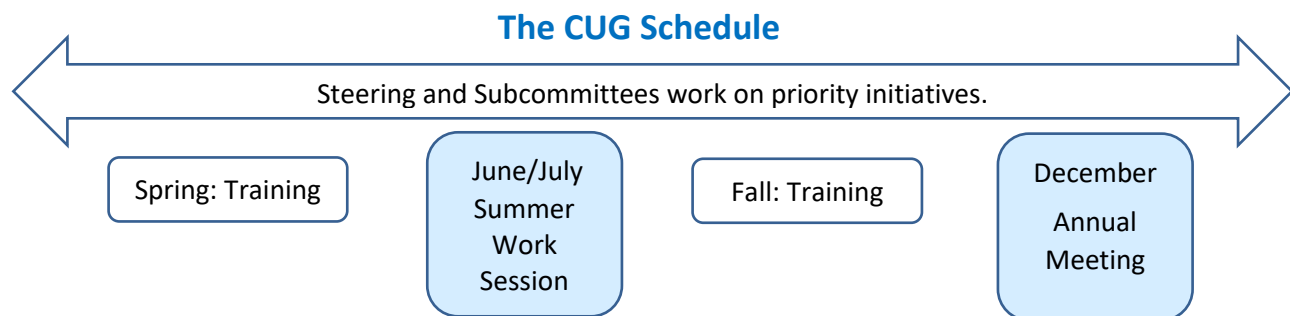
The **Certification User Group**, as a whole -

- Identifies opportunities to streamline delivery of federal-aid projects, shares best practices, provides training, and builds collaborative relationships.
- Elects the CUG Steering Committee and identifies priority streamlining opportunities.
- Many CUG members serve on subcommittees to develop streamlining initiatives, update standards, and develop training.

The CUG Committees -

- **Steering Committee** - Organizes and coordinates the work of the CUG; includes 5 LPA, 4 ODOT and 1 FHWA representatives. Members of the Steering Committee act as liaisons to support the Subcommittees in doing their work.
- **Subcommittees** - Provide an opportunity for interested CUG members, subject matter experts, and resources to network and pursue streamlining initiatives to accomplish the CUG mission. Three subcommittees are currently working on priority needs identified by the CUG membership:

- **Project Funding and Obligations** - Identifies issues that impact on-time project delivery and execution and develops solutions and implementation strategies. This committee operates on an ad hoc basis.
- **Standards** - Reviews and recommends updated standards for certification and project delivery processes for certified LPAs and related disciplines.
- **Process Improvement and Training** - Identifies and makes improvements to streamline the certification and project delivery processes. Identifies training needs and develops workshops to build skills and keep the CUG membership updated on the development of streamlining improvements.



The full CUG meets twice annually:

- The Summer Work Session is an opportunity for committees to meet to continue their work and to coordinate initiatives with one another.
- The Annual Meeting provides program and policy updates, relevant training, and time for subcommittees to work and collaborate with one another.

In addition:

- Training opportunities are offered Fall through Spring.
- The Steering and Subcommittees work throughout the year on priority initiatives.

How can you get involved?

- Join one of the Subcommittees - Attend a subcommittee breakout session today to learn more. During the meeting, you will have the opportunity to join the subcommittee and add your name to the roster. You can also join a subcommittee by emailing ODOT Certification with a request to be added to the roster. Joining the roster means you will be notified about subcommittee meetings and work groups that occur outside of the Summer Work Session and Annual Meeting)
- Visit the ODOT [Certification User Group webpage](#) to learn more about the CUG.
- Visit [FHWA Every Day Counts](#) to learn more about the partnering initiative.
- Contact the CUG co-chairs:

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