**TRANSPORTATION POOLED FUND PROGRAM**

**QUARTERLY PROGRESS REPORT**

Lead Agency (FHWA or State DOT): \_\_Iowa DOT\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**INSTRUCTIONS:**

*Project Managers and/or research project investigators should complete a quarterly progress report for each calendar quarter during which the projects are active. Please provide a project schedule status of the research activities tied to each task that is defined in the proposal; a percentage completion of each task; a concise discussion (2 or 3 sentences) of the current status, including accomplishments and problems encountered, if any. List all tasks, even if no work was done during this period.*

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| **Transportation Pooled Fund Program Project #*****TPF-5(310)*** | **Transportation Pooled Fund Program - Report Period:**X□Quarter 1 (January 1 – March 31, 2015)□Quarter 2 (April 1 – June 30, 2015)□Quarter 3 (July 1 – September 30, 2015)Quarter 4 (October 1 – December 31, 2015) |
| **Project Title:** **2015 11th International Conference on Low-Volume Roads and Peer Exchange** |
| **Name of Project Manager(s):**

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| Vanessa Goetz, Iowa DOT G. P. Jayaprakash, TRB  |

 | **Phone Number:**

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| (515) 239-1382 (202) 334-2956  |

 | **E-Mail**

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| Vanessa.Goetz@dot.iowa.gov gjayaprakash@nas.edu  |

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| **Lead Agency Project ID:**TPF-5(310) | **Other Project ID (i.e., contract #):**Iowa DOT Contract 16939 | **Project Start Date:**February 1, 2015 |
| **Original Project End Date:**December 31, 2015 | **Current Project End Date:**December 31, 2015 | **Number of Extensions:**None |

Project schedule status:

X On schedule □ On revised schedule □ Ahead of schedule □ Behind schedule

Overall Project Statistics:

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| --- | --- | --- |
|  **Total Project Budget** |  **Total Cost to Date for Project** |  **Percentage of Work**  **Completed to Date** |
| $64,000 committed | $966.00 | 2% |

***Quarterly*** Project Statistics:

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| --- | --- | --- |
|  **Total Project Expenses**  **and Percentage This Quarter** |  **Total Amount of Funds**  **Expended This Quarter** |  **Total Percentage of**  **Time Used to Date** |
|  | $966.00 |  |

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| **Project Description**:

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| **Background:**The 11th International Conference in this quadrennial Low-Volume Roads Conference series provides a forum to show case the latest information about low-volume road management, design, construction, safety, maintenance, and many other related topics. At this conference, those who administer, plan, design, build, or maintain low-volume roads will learn innovative ways of managing low-volume road systems. The conference is organized for practitioners worldwide in local, state, and federal agencies; universities; private firms; and international organizations. Proceedings from the conference are published through Transportation Research Record publication. In addition, tech transfer activities such as webinars of the best topics and presentations from the conference have been very successful following the conferences. |
| **Objectives:**The focus of this pooled fund project will be technology exchange, information sharing, and the facilitation of partnering relationships among state agencies, FHWA and other appropriate associates and pooled fund members. Specifically this pooled fund will:Provide communication and information sharing among member states and agencies. Discuss research, development and technology transfer needs in the areas of low volume roads and provide research ideas to TRB in connection with the 11 LVR PF.Provide a technology and knowledge exchange forum to enhance the practical knowledge of conference participants concerning issues affecting low volume roads.Provide a technology and knowledge exchange forum for pooled fund members on issues on administration, planning, design, build, or maintenance of low-volume roads. The topic selected for the session will be determined by pooled fund members.Post conference webinar(s) hosted and led by TRB if funds allow (contingent on funding as defined in the detailed budget). The purpose will be to share highlights from the Conference and Peer Exchange session, and include an open forum question/answer discussion. Other technology transfer activities may be identified by the member agencies. Additional activities that will affect the scope and budget will be discussed and any necessary changes to the MOU and budget will be agreed upon and processed accordingly.**Work Completed this Quarter:**

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| February 2015 | Provided travel guidelines and any needed assistance to pooled fund participants |
|  | Work related to preparation for the 1st online meeting of the Pooled Fund Technical Activity Committee (TAC) to be held the following month (March 2015) |
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| March, 2015 | Finalizing the meeting agenda; setting up the online meeting of the Pooled Fund TAC; providing login instructions to the online meeting |
|  | Held the online meeting on March 11 |

**Work Proposed next Quarter:**

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| April 2015 | Review minutes of March meeting and provide comments. Obtain pooled fund project session description and program details; enter the session information in to the system; initiate finalizing the contents of the workshops, sessions, and other activities scheduled at the conference. |
| May 2015 | Start on finalizing the entire program for the conference including the pooled fund session |
| June 2015 | Submit final program for printing. Continue on the logistics related items of all travelers of the pooled fund project |
| July 2015 | Conduct the conference and the Pooled Fund special session. Prepare 2nd Quarterly report for the pooled fund project. |
| August 2015 | Review potentials topics from the 11LVR and Pooled Fund Project for TRB webinar(s) that would be of interest to Pooled Fund participants as well as other state DOTs responsible for low-volume rural roads. |

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| **Significant Results:** |
| **Circumstance affecting project or budget. (Please describe any challenges encountered or anticipated that** **might affect the completion of the project within the time, scope and fiscal constraints set forth in the** **agreement, along with recommended solutions to those problems).** |

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| **Potential Implementation:** Facilitation of technology transfer among practitioners and researchers at the international level and development of network of people with common interest. |