TRANSPORTATION POOLED FUND PROGRAM
QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Rhode Island 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.

Transportation Pooled Fund Program Project # *(i.e, SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX)* TPF-5(326)	**Transportation Pooled Fund Program - Report Period:** ☐ Quarter 1 (January 1 – March 31) ☐ Quarter 2 (April 1 – June 30) ☑ Quarter 3 (July 1 – September 30) ☐ Quarter 4 (October 1 – December 31)	
Project Title: Develop & Support Transportation Performance Management Capacity Development Needs for State DOT's		
Name of Project Manager(s): Lori A Fisette	**Phone Number:** 401-222-3260	**E-Mail** lori.fisette@dot.ri.gov
Lead Agency Project ID:	**Other Project ID (i.e., contract #):**	**Project Start Date:** April 2015
Original Project End Date: April 2018	**Current Project End Date:** April 2018	**Number of Extensions:** 0

Project schedule status:

☑ On schedule ☐ On revised schedule ☐ Ahead of schedule ☐ Behind schedule

Overall Project Statistics:

Total Project Budget	Total Cost to Date for Project	Percentage of Work Completed to Date
$300,000.00	0.00	0%

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
0.00	0.00	0.00

Project Description:

Objectives:

The focus of this pooled fund project will be to research and assess training and educational needs of contributing members, develop and deliver training, and to facilitate the sharing and retention of performance management best practices. Funding will be used to:

• Identify Gaps in TPM Knowledge, Skills and Abilities—Conduct a needs analysis for learning and capacity development of contributing members resulting in a short and long-term capacity building roadmap;
• Develop and Deliver Learning and Capacity Development Resources—Develop training and educational material to meet the gaps identified in the knowledge, skills and abilities;
• Establish a TPM Information Clearinghouse—The TPM Information Clearinghouse will be used to showcase PM best practices, foster collaboration, and serve as a repository for PM resources; and
• Support Knowledge Transfer Among Pooled Fund States

Specifically this pooled fund will:

Guide the prioritization of needs for determining training and other educational support for contributing members:

1. Provide and promote communication and information sharing among member States related to learning and capacity development needs in the areas of performance management and provide input on research topics.
2. Develop framework and roadmap for addressing learning and capacity development needs.
3. Identify learning and capacity development resources needed to support the development of PM skills.
4. Develop online and/or blended training courses and materials that are suitable for a wide variety of audiences such as State Departments of Transportation (State DOTs), Metropolitan Planning Organizations (MPOs), Public Transit

Progress this Quarter (includes meetings, work plan status, contract status, significant progress, etc.):

1. Development of the Agreement between RI DOT and AASHTO for the administration of the Pooled Fund. The current status - the agreement continues under final review at RIDOT legal.
2. RIDOT met with FHWA and AASHTO to develop a needs assessment survey to document the needs of state DOT's. The survey is expected to be distributed to all TAC members within the next quarter. The information will serve as the basis for the work plan moving forward.

Anticipated work next quarter:

1. Finalization of agreement between RIDOT and AASHTO
2. Analyze information gleaned from the needs assessment survey to determine next steps.
3. Schedule and complete a TAC member conference call
4. Continue recruitment efforts

Significant Results:

1. 18 partners to date including RI, this is 4 more than last quarter.

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).

1. RIDOT and AASHTO continue recruitment efforts

Potential Implementation:

1. Pending finalization of agreement between RIDOT and AASHTO.