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.

Transportation Pooled Fund Program Project # *(i.e, SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX)* TPF-5 (383)		**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: 2019 Innovations in Freight Data Workshop		
Name of Project Manager(s): Tom Palmerlee	**Phone Number:** 202-334-2827	**E-Mail** TPalmerlee@nas.edu
Lead Agency Project ID:	**Other Project ID (i.e., contract #):**	**Project Start Date:**
Original Project End Date:	**Current Project End Date:**	**Number of Extensions:**

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
	NA	

Quarterly Project Statistics:

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

Project Description:

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

Third Quarter (July to September)

Monthly Planning Call
Hotel Contract and Budget Summary
Committee Confirms Workshop Objectives & Structure
Save the Date Distribution at TRB conferences
Text for Call for Abstracts
Call for Abstracts Distributed
Invited Keynote Speakers

Anticipated work next quarter:

Fourth Quarter (October to December)

Abstracts Due
Authors Acceptance/Rejection Email
Session descriptions, keynote speakers due for Advance Program
Text due for Preliminary Program
Draft Advance Program
Ready to distribute the Advance Program at the TRB Annual Meeting

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).

Potential Implementation: