**TRANSPORTATION POOLED FUND PROGRAM**

**QUARTERLY PROGRESS REPORT**

Lead Agency (FHWA or State DOT): \_\_\_\_ND Department of Transportation\_\_\_\_\_\_

**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 #**  *(i.e, SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX)*  SPR-3(099) | | **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:**  Transportation Learning Network | | | |
| **Name of Project Manager(s):**  Ron Horner | **Phone Number:**  701-328-6904 | | **E-Mail**  rhorner@nd.gov |
| **Lead Agency Project ID:**  SPR003(099) | **Other Project ID (i.e., contract #):**  17-314-0800 | | **Project Start Date:**  8/1/2000 |
| **Original Project End Date:**  Ongoing | **Current Project End Date:**  Ongoing | | **Number of Extensions:**  12 |

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** |
|  | $53,129.45 | NA |

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| **Project Description**:  TLN was developed to serve the transportation interests of the region and complements the efforts of its various members. It provides access to information and expertise not readily available to transportation professionals in the region. TLN identifies schedules, distributes and warehouses training for its members.  **Vision:** To excel on a national basis as a premier transportation training organization that serves as a model for other states.  **Mission:** TLN provides quality and cost-effective customer-driven training utilizing alternative platforms that meet the  needs of the state, county, city, tribal and private transportation professionals. |

Following is a list of training offered during this reporting period and the number of participants.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Date** | **Event** |  | **MT** | **ND** | **SD** | **WY** | **Other** | **TOTAL** |
| Fall 2013 | PE Review for Civil Engineers | WEB | 2 | 5 | 1 | 6 | 0 | 14 |
| Oct. 7 | Presentation Slide Design for Non-Designers - Presenting Technical Data | WEB | 0 | 11 | 26 | 14 | 1 | 52 |
| Oct. 15 | WYDOT: The People Side of Management | VC | 0 | 0 | 0 | 3 | 0 | 3 |
| Oct. 21 | Slide Design for Non-Designers Follow-Up | WEB | 0 | 8 | 13 | 8 | 1 | 30 |
| Oct. 29 | Snowplow Operator Training | VC | 0 | 40 | 91 | 54 | 0 | 185 |
| Nov. 12 | Delivering Leading Edge Customer Service | VC | 2 | 3 | 21 | 27 | 0 | 53 |
| Nov. 14 | Ethics Awareness for the Transportation Industry | VC | 0 | 5 | 29 | 29 | 0 | 63 |
| Nov. 20 | Anti-Icing / De-Icing | VC | 12 | 34 | 83 | 55 | 0 | 184 |
| Nov. 21 | WYDOT: Stepped Up; Taking the Initiative | VC | 0 | 0 | 0 | 42 | 0 | 42 |
| Nov. 26 | Successful Meetings or Trainings Using Distance Technology | WEB | 8 | 6 | 0 | 10 | 1 | 25 |
| Dec. 5 | Alternatives to Paving | VC | 6 | 5 | 19 | 9 | 0 | 39 |
| Dec. 10-11 | OSHA 10-Hour Work Zone Safety | VC | 4 | 3 | 30 | 49 | 0 | 86 |
| Dec. 12 | Leading a Successful Change Effort | VC | 4 | 10 | 7 | 31 | 0 | 52 |
| **TOTAL** | | | | | | | | **828** |

VC – video conference event, WEB - webinar

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| **Significant Results:**  Identifying the training needs of the DOTs in Montana, North Dakota, South Dakota and Wyoming. This gives TLN the basis it needs to develop a training calendar. |
| **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).**  None encountered. |

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| **Potential Implementation:** |