

TRANSPORTATION POOLED FUND PROGRAM QUARTERLY PROGRESS REPORT

Lead Agency (FHWA or State DOT): Missouri 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.

Transportation Pooled Fund Program Project # <i>(i.e., SPR-2(XXX), SPR-3(XXX) or TPF-5(XXX))</i> TPF-5(237)		Transportation Pooled Fund Program - Report Period: <input type="checkbox"/> Quarter 1 (January 1 – March 31) <input checked="" type="checkbox"/> Quarter 2 (April 1 – June 30) <input type="checkbox"/> Quarter 3 (July 1 – September 30) <input type="checkbox"/> Quarter 4 (October 1 – December 31)	
Project Title: Transportation Library Connectivity and Development Pooled Fund Study			
Name of Project Manager(s): Maggie Sacco, HS InFocus LLC	Phone Number: 202-657-6650	E-Mail msacco@hsinfocus.com	
Lead Agency Project ID: Missouri Department of Transportation	Other Project ID (i.e., contract #):	Project Start Date: 04/01/2011	
Original Project End Date: 9/30/2015	Current Project End Date: 9/30/2015	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
\$1,525,285	\$1,361,043	89%

Quarterly Project Statistics:

Total Project Expenses and Percentage This Quarter	Total Amount of Funds Expended This Quarter	Total Percentage of Time Used to Date
\$96,853	\$96,853	94%

Project Description:

Traditionally, a small group of libraries have been responsible for providing information service within the transportation community. Yet, today a vast amount of industry information is not collected or posted to the internet without a management plan. Recognizing this, a national effort has been made over the past five years to advocate for the development of improved library and information centers.

Unfortunately, stakeholders have been hampered by time and funding constraints. To overcome these constraints, this Transportation Pooled Fund (TPF) supports and evaluates collaborative library development. It also enhances existing efforts to develop a national transportation information infrastructure using Transportation Knowledge Networks (TKNs). Library services can be supported locally, but collaboration allows for shared problem solving, resources as well as potential time and cost savings through best practices, defrayed costs and collective purchasing power.

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

- Project final accounting is underway, and arrangements are in progress to provide uninterrupted subscription services to members after September 30, 2015 (if the budget allows and the TAC approves).
- Facilitated and managed individual member and group projects, including subcontracts and vendor business.
- Cataloging Projects:
 - Cataloging: IL DOT – On schedule and within budget, contractor meeting standards and goals set by librarians.
 - NC DOT – On schedule and within budget, contractor meeting standards and goals set by librarians.
- KM calendar project: Project team and contractor developed and implemented more design and functionality in preparation for the beta test phase.
- TKNs Websites project: Contractor continues to update and maintain the TKNs websites.
- Continued management of OCLC subscriptions, accounts, credits and payment of invoices.
- Fourteen members attended the Special Libraries Association annual conference in Boston in June.
- Planning for the annual meeting began with dates and format – the meeting will be online, with sessions over a two day period, on August 17-18, 2015.
- TAC quarterly meeting held on June 24, 2015.

Anticipated work next quarter:

- KM calendar project: Final coding for design and functionality will be set by contractor and project team.
- Administer and develop [LibGuides](#) with members. Provide support, training and marketing opportunities to maximize value of the resource. We have developed nine guides to date.
- Continue management of OCLC subscriptions, accounts, credits and invoices.
- Continue Wordpress web site development, including project documents, updates and other resources for transportation librarians.
- Attend and report on regional TKN meetings, chairs meetings and NTKN Steering Committee meetings, support TKN initiatives.
- Annual meeting to be held on August 17 and 18, 2015.

Significant Results:

- Professional development and networking was facilitated for 14 members by arranging and underwriting travel to the Special Libraries Association annual conference in Boston, June 14-16.
- Planning for the annual meeting saw the following progress: a decision was made to hold the meeting as an online event with sessions over the course of two days.
- Quarterly TAC meeting held on June 24, 2015.
- Project final accounting is underway, and arrangements are in progress to provide uninterrupted subscription services to members after September 30, 2015 (if the budget allows and the TAC approves).

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:

- The KM calendar will be in beta testing next quarter. It will bring knowledge management and information management learning opportunities together in one place for transportation and information professionals.
- FFY2015 Annual Meeting will be virtual (teleconference and WebEx), held over two days, August 17th and 18th.
- The final report for the full study will be created and completed by 10/31/15.
- Coordinated regional TKN sites and integration of NTKN web sites and projects will assist with branding and access to transportation information.
- Further collaborative applications and tools will be added to the project Web site.
- Additional LibGuides will be developed.