

State of Wisconsin/Department of Transportation
RESEARCH PROGRESS REPORT FOR THE QUARTER ENDING: June 30, 2007

Program: SPR-0010(36) FFY99	Part: II Research and Development
Project Title: Model Planning Approaches for Freight	Project ID: MVFC 03
Administrative Contact: Jason Bittner	Sponsor: MRUTC
WisDOT Technical Contact: Sandy Beaupre	Approved Starting Date: 2/1/07
Approved by COR/Steering Committee: \$43,000	Approved Ending Date: 4/30/08
Project Investigator (agency & contact): Jessica Guo, UW-Madison	

Description:

1. Review and summarize federal guidance and requirements on freight planning at the state and MPO levels.
2. Review existing publications on successful practices of freight planning within MPOs and state agencies.
3. Develop and audio Power Point presentation on the federal guidance and requirements for freight planning.
4. Develop interview questions and an online questionnaire surveying the 10 MVFC state DOTs and major MPOs, including Chicago, SE WI, Detroit, Indianapolis, Twin Cities, Cleveland, Cincinnati, St. Louis, and KC.
5. Conduct telephone interviews and execute the online survey.
6. Create a document summarizing the findings of the interviews and online survey.
7. Develop audio Power Point presentations based on the findings of the online survey and interviews.
8. Based on the outcomes of tasks 2 and 6, identify four organizations that have been most successful in addressing the freight planning challenges faced by the planning agencies in the MVFC region, prepare questions for face-to-face interviews, and then conduct on-site interviews.
9. Develop a guidebook to describe current practices among the MVC agencies and recommend effective freight planning tools and strategies for state DOTs and MPOs.
10. Develop audio Power Point presentations that provide an overview of the guidebook.

Total study budget	Expenditures for current quarter	Total Expenditures to date	Percent Complete
\$43,000	\$2,786.82	\$2,786.82	40%

Progress This Quarter:

(Includes project committee mtgs, work plan status, contract status, significant progress, etc.)

- Task 1 completed.
Reviewed federal guidance and requirements on freight planning at the state and MPO levels.
- Task 2 completed.
Reviewed existing publications on successful practices and the state of the art of freight planning. Identify lead state and MPO planning agencies. Identify questions (and possible answer choices) for an on-line survey of practices, data, tools and processes of freight planning within MPOs and state agencies (Task 4).
- Task 3 in progress.
An audio PowerPoint presentation on federal guidance and requirements for freight planning is being developed.
- Task 4 completed.
Survey questionnaires have been developed for surveying all state DOTs and medium/large MPOs in the nation.
- Task 5 in progress.
On-line surveys have been launched. Some phone-interviewed have been conducted.
- Task 6 in progress.
A draft of the guidebook outline has been developed.

Work Next Quarter:

- To complete an audio PowerPoint presentation on federal guidance and requirements for freight planning as specified in Task 3.
- To complete the on-line survey and telephone interviews as specified in Task 5.
- To summarize findings from the survey and phone-interviews as specified in Task 6.
- To develop audio PowerPoint presentation(s) based on the findings of the on-line survey and interviews as specified in Task 7.
- To conduct on-site interviews with four selected agencies as specified in Task 8.

Circumstances affecting progress/budget:

Preparation of the audio Power Point on Federal guidelines has been delayed due to verification of the accuracy of the summary produced from Task 1. The summary has now been verified against the latest freight planning guidebook published by FHWA. The audio PowerPoint will be produced and completed by August.

Gantt Chart:

Task/Month	2007												2008			
	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	
Review and summarize Federal guidelines	■	■														
Literature review and draft survey	■	■														
Prepare audio PowerPoint on Federal guidelines			■				■									
Prepare interview questions and survey tool			■	■	■											
Conduct telephone interviews and on-line survey				■	■	■	■									
Summarize interview and survey findings. Define course focus and draft outline of guidebook.						■	■									
Prepare audio PowerPoint on findings							■	■								
Prepare and visit planning agencies							■	■								
Write guidebook									■	■	■	■				
Prepare audio PowerPoint on guidebook													■	■	■	