State of Wisconsin/Department of Transportation
RESEARCH PROGRESS REPORT FOR THE QUARTER ENDING: Sep 30, 2008

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:** MVFC Pooled Fund
WisDOT Technical Contact: Sandy Beaupre	**Approved Starting Date:** 2/1/07
Approved by COR/Steering Committee: $43,000	**Approved Ending Date:** 8/30/08
Project Investigator (agency & contact): Jessica Guo, University of Wisconsin - 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.
5. Conduct telephone interviews and execute the online survey.
6. Create a document summarizing the findings of the interviews and online survey.
7. Develop 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		$43,000	100%

Progress This Quarter:
(Includes project committee mtgs, work plan status, contract status, significant progress, etc.)
The Power Point presentations that provide an overview of the guidebook are now completed.

Work Next Quarter: None

Circumstances affecting progress/budget: None

Gantt Chart:

	2007											2008							
Task/Month	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A
1. Review and summarize Federal guidelines	X	X																	
2. Literature review and draft survey	X	X																	
3. Prepare audio PowerPoint on Federal guidelines							X												
4. Prepare interview questions and survey tool			X	X	X														
5. Conduct telephone interviews and on-line survey				X	X	X	X	X											
6. Summarize interview and survey findings; define course focus and draft outline of guidebook.						X	X	X	X	X	X								
7. Prepare PowerPoint presentation on findings								X	X	X	X								
8. Prepare and visit planning agencies							X	X	X	X	X	X							
9. Write guidebook									X	X	X	X	X	X	X	X	X	X	X
10. Prepare audio PowerPoint on guidebook													X	X	X	X	X	X	X