

## APPENDIX H: SEMI-ANNUAL PROGRESS REPORT

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# Semi-Annual Progress Report

Name of Technology: \_\_\_\_\_

Period covered by this report:  March 1 through August 31  
 September 1 through February 28

Date of this Report:

**1. Activities during reporting period.**

<b>Task 1.</b>	<i>Task Title:</i>
<u>Progress:</u>	
<b>Task 2.</b>	<i>Task Title:</i>
<u>Progress:</u>	
<b>Task 3.</b>	<i>Task Title:</i>
<u>Progress:</u>	
<b>Task 4.</b>	<i>Task Title:</i>
<u>Progress:</u>	
<b>Task 5.</b>	<i>Task Title:</i>
<u>Progress:</u>	
<b>Task 6.</b>	<i>Task Title:</i>
<u>Progress:</u>	
<b>Task 7.</b>	<i>Task Title:</i>
<u>Progress:</u>	
<b>Task 8.</b>	<i>Task Title:</i>
<u>Progress:</u>	

**2. Activities planned for next reporting period.**

<b>Task 1.</b>
<b>Task 2.</b>
<b>Task 3.</b>
<b>Task 4.</b>
<b>Task 5.</b>
<b>Task 6.</b>
<b>Task 7.</b>
<b>Task 8.</b>

**3. Requested changes to the approved Marketing Plan, if any.**

<p><b>Requested Change(s):</b> <i>Briefly describe each change being requested in the approved work plan, communications plan, performance plan, or budget portion of the Marketing Plan.</i></p> <p><b>Reason for each requested change(s):</b></p>
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**4. Requested change in LST activity termination date, if any.**

<p>The requested new termination date for LST activities is _____.</p> <p><i>Note: Requested changes in termination date must include the submission of revised or new annual budgets if either a new fiscal year will now be involved or if an existing annual budget will be increased or reduced.</i></p> <p><b>Reason for change:</b></p>
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**5. Miscellaneous.**

<p><i>Other relevant information to be reported or requested by the LST to the AASHTO TIG Executive Committee.</i></p>
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Send this progress report to the AASHTO program manager by the 15<sup>th</sup> of the month following the reporting period.