# Instruction

Submit this form in PDF format to [2016MeasureB@vta.org](mailto:2016MeasureB@vta.org) by October 1st of each year to provide a progress update for the 2016 Measure B Bicycle & Pedestrian Education & Encouragement (EE) program.

# General information

|  |  |
| --- | --- |
| Jurisdiction |  |
| Date of Submittal |  |
| Contact – Name/Title |  |
| Email |  |
| Phone |  |
| Allocation to date |  |
| Reimbursement received to date |  |
| Remaining allocation  *(= “Allocation to date” – “Reimbursement received to date”)* |  |
| Allocation banked |  |
| Reporting period  *(For example: July 1, 2017 – June 30, 2020)* |  |

# Program Progress Report

1. **Did you choose to bank your allocations of this reporting period?**

Yes, you may skip Questions 2-4. Please briefly describe if you worked on any preparation for a larger EE effort/activity:

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No, please answer Questions 2-4.

1. **What projects did you work on during the reporting period?**

Please fill in the table below based on your proposed Program of Projects. You may expand the table as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| Project Title | Completed Project Tasks  *(What, when, where)* | How did you perform on the proposed metrics? | Did you achieve project Goals?  *(Before vs. After)* |
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|  |  |  |  |

1. **Please provide the collected data and metrics as separate attachments. Do you have any key findings from collected data and metrics?**

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1. **What lessons did you learn from the projects?**

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