

Suggested Format

1. State:
2. Contact Person:
3. Telephone Number
4. Summary of Work Undertaken (for each project individually)
 - a. Title of project
 - b. Objectives (s)
 - c. Description of Project
 - d. Results to Date
 - e. Planned Completion Date
 - f. Plans for use.of Results
 - g. Staffing Required to Conduct Project
5. Additional Projects Planned:
6. Comments: