

INTERIM AND FINAL REPORTS

A program requirement, addressed in the Grant Agreement between DAGSI and your university, is the submission of interim and final reports.

Interim Reports

The interim report should have two parts, the first completed by the student and the second by the faculty member. Here is the requested format.

Research Topic Title and Number

Section I. Progress Summary (Student)

In no more than three pages of text (diagrams and figures may be added), summarize your progress to date in two sections, Statement of the Problem and Progress to Date. In the first section, define the problem you are trying to solve and identify your research objectives. In the second section, summarize your progress to date. What tasks have been completed, and what are the results? What, if any, challenges or problems have you faced or are you facing? What is your plan for the remainder of the award year?

Section II. Progress Summary (Faculty)

In no more than two pages of text (diagrams and figures may be added), describe your involvement and work on the project, summarize the team's progress, and provide your assessment—as the more experienced researcher on the team—of the success of the research project (success achieved as well as anticipated future success).

Please note that this interim report, together with input and feedback from AFRL, will serve as the basis for award renewals.

DAGSI does not want reporting to be burdensome, but it should be meaningful. Be concise, but please put some thought and consideration into the report. It is perfectly acceptable to use material from manuscripts or any other relevant materials you have that provide the required information.

Final Reports

No written report is required. After the completion of the award year, DAGSI will organize seminars in the Technical Directorates at AFRL. The teams will present their work at the seminars.