**CONNECTICUT SEA GRANT PROJECT REPORT**

Please complete this progress or final report form and return by the date indicated in the emailed progress report request from the Connecticut Sea Grant College Program. Fill in the requested information using your word processor (i.e., Microsoft Word), and e-mail the completed form to Syma Ebbin ([syma.ebbin@uconn.edu](file:///C%3A%5CUsers%5Cncb02003%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5C4PDSHXJX%5Csyma.ebbin%40uconn.edu)), Research Coordinator for Connecticut Sea Grant College Program. Do NOT mail or fax hard copies. Please try to address the specific sections below. Sections K. and L. must be completed for final reports. If applicable, you can attach files of electronic publications and photographs with captions when you return the form. If you have questions, please call Syma Ebbin at (860) 405-9278.

Please complete all of the following that apply to your specific research or development project. Pay particular attention to goals, accomplishments, benefits, impacts and publications, where applicable.

Name of Submitter:

Date of Report submission:

Project #: \_\_\_\_\_\_\_\_\_\_\_\_\_ Check one: [ ] Progress Report [ ] Final report

Duration (dates) of entire project, including extensions: From [ ] to [ ].

Project Title or Topic:

Principal Investigator(s) and Affiliation(s):

1. (Name / Affiliation)

2.

3.

4.

1. **COLLABORATORS AND PARTNERS:** *(List any additional organizations or partners involved in the project.)*
2. **PROJECT GOALS AND OBJECTIVES:**
3. **PROGRESS:** *(Summarize progress relative to project goals and objectives. Highlight outstanding accomplishments, outreach and education efforts; describe problems encountered and explain any delays.)*
4. **PROJECT PUBLICATIONS, PRODUCTS, PRESENTATIONS AND PATENTS**: *(Include published materials with complete references, as well as those which have been submitted but not yet published and those in press. Please attach electronic versions of any journal articles, reports, and abstracts not previously provided.)*

Journal Articles (List URLs):

Conference Papers:

Proceedings or book chapters:

Web sites, Software, etc.:

Technical Reports/Other Publications:

Other Products (including popular articles):

Publications planned / in progress:

Patents: *(List those awarded or pending as a result of this project.)*

Conference papers, Presentations and Posters: *(Include name and date of each conference or meeting, whether it was a talk or poster, who the presenter was and the approximate number of attendees at each.*)

1. **FUNDS LEVERAGED:** *(If this Sea Grant funding facilitated the leveraging of additional funding for this or a related project, note the amount and source below, and whether it was for this project or a related one.)*

1. **STUDENTS:**
2. Total number of K-12 students who worked with you, if applicable:
3. Number and type of undergraduate or graduate **students financially supported** by this project, if applicable.

***“Financially-supported”*** *means compensated for time on this project by Sea Grant, cost share or leveraged project funds.*

*For multi-year projects: “****New”*** *students are those who* ***have not previously been reported*** *as having**worked on this project. “****Continuing”*** *students are those students who* ***were previously reported*** *as having worked on this project.*

*If a student volunteered (unpaid time) on this project, please report their contribution of time in section G, below.*

Total number of **new** undergraduates who worked with you:

Total number of **new** Masters degree candidates who worked with you:

Total number of **new** Ph.D. candidates who worked with you:

Total number of **continuing** undergraduates who worked with you:

Total number of **continuing** Masters degree candidates who worked with you:

Total number of **continuing** Ph.D. candidates who worked with you:

For financially-supported graduate and undergraduate students, please list student names, degrees pursued, and thesis or dissertation titles related to this project, as applicable.

Student Name:

Degree Sought:

Thesis or Dissertation Title:

Date of thesis completion:

Expected date of graduation:

1. **VOLUNTEER HOURS:** *(List the number of hours provided to the project by volunteers, i.e., individuals who were not financially compensated in any way or for whom involvement is not part of their paid occupation. This could be students or citizens. What was their contribution?)*

Number of volunteers and their contribution to this project:

Total number of volunteer hours:

1. **PICTORIAL:** *(Please provide high resolution images/photos of personnel at work, in the field or laboratory, equipment being used, field sites, organism(s) of study. Attach images as separate files (do not embed). Include links to websites associated with the research project. Please include proper photo credits and a caption with date, location, names of people, and activity. These images are useful to document your project in future CTSG publications, websites and presentations.)*
2. **HONORS AND AWARDS**: *(List any honors or awards received during the reporting period, for anyone working on the project. This can be for best paper or poster, university awards, etc.)*

Specify:

a) Name of person or group receiving recognition:

b) Name of award or honor:

c) Group or individual bestowing the award or honor:

d) What it was for:

e) Date:

1. **DATA MANAGEMENT PLANS:** Funded research or development projects that collect environmental or socio-economic data are required to have a data management plan in place. All environmental data and information collected and/or created must be made visible, accessible, and independently understandable to general users, free of charge or at minimal cost, in a timely manner (typically no later than two years after the data are collected or created). This is a reminder that, if applicable, your CTSG funded research data needs to be archived and accessible as outlined in the data management plan you submitted with your proposal. If there have been any modifications, adjustments or new information available regarding the location, timing, type, formatting and metadata standards, content, sharing, stewardship, archiving, accessibility, publication or security of the data produced please elaborate here. **If this is a final completion report, please submit a complete CTSG Data Management Plan Form indicating where the data is housed and how it can be accessed: (**[**http://seagrant.uconn.edu/wp-content/uploads/sites/1985/2017/04/DMP-Completion-Form-final.docx**](http://seagrant.uconn.edu/wp-content/uploads/sites/1985/2017/04/DMP-Completion-Form-final.docx)**).**

**FOR ALL FINAL REPORTS, PLEASE COMPLETE THE FOLLOWING SECTIONS:**

**K. PROJECT OUTCOMES AND IMPACTS**

**Relevance of Project:** *(Briefly describe the issue/problem / identified need(s) that led to this work.)*

**Response**: *(Briefly describe what key elements were undertaken to address the issue, problem or need, and who is/are the target audience(s) for the work.)*

**Results:** *(Briefly summarize findings and significant achievements of the research, extension or education project (and for research projects, any related education or outreach component); cite benefits, applications, and uses stemming from this project, including those anticipated. Include qualitative and quantitative results.)*

Consider the following as they apply to your research, extension or education project and any related components.

* What new tools, technologies, methods or information services were developed from this work? Have any been adopted / implemented for use and by whom? Any inventions, patent applications and/or licenses?
* What are the environmental benefits of this work? Have policies been changed? How has conservation (of ecosystems, habitats or species) been improved?
* What are the social payoffs of this work? Who has benefited from this work? Have attitudes / behaviors of target audience changed? Elaborate. Have policies been changed?
* What are the economic implications / impacts of this work? (Where possible, please quantify.) Have new businesses been created /or existing businesses retained as a result of this research? Have new jobs been created or retained? Are new businesses or jobs anticipated?

**L. STAKEHOLDER SUMMARY:** *(Briefly summarize your project and its outcomes written for a lay audience)*