

## APPENDIX D-

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#### Description of SAES-422 Termination Reports

The Annual Accomplishments report is submitted each year of an activity's duration and is due 60 calendar days following the annual meeting.

The **Termination** report may be submitted following the annual meeting during the project's final year, but is due no later than March 31 following the termination date of the project. The **Termination** report replaces the Annual Accomplishments report for the final year.

Fields with asterisks (\*) are required. If you are adding attachments (for participant lists, meeting minutes, or publications) you will need to add them before you submit as a working copy or final.

For **Termination** reports, provide a comprehensive summary of all accomplishments and impacts of this project, particularly related to each original objective as described in the project outline. Other pertinent information may be reported, such as extension activities, extramural funding or intellectual property generated, etc. If any grants or contracts were acquired as a direct result of this project's activity during this project period, list granting agency, title of project, duration (eg. 1999 \_ 2003), and award amount. Also, indicate if there are plans to develop a new or revised MRF project in this area research.

**Termination reports** should include an impact statement(s) that reflects the overall impact of the project.

For **Termination** reports, list **all** significant publications resulting from the project. If this list exceeds the maximum character limit below, an attachment file may be used. Max characters = 50000. Single line breaks are not preserved, please use a double line break to separate paragraphs.