Title

Author, University, e-mail
Author, University, e-mail

Date

Abstract

Brief description of work to be presented. The Abstract should be no more than one or two short paragraphs.

Key Words:

1.0 Executive Summary

A one-page summary of the key contents of the report.

2.0 Introduction

Introduction to the report. References should follow the Chicago Manual of Style Author-Date style (Doniger 1999, 65). The most common instances are shown in this template (Cowlishaw and Dunbar 2000, 104-7). Suggested content may include: Status of the grant, summary of results and progress, previous work, participants and contributions, etc.

2.1 Subsection

Use subsections as needed to organize the report. Subsections may occur in any section. All subsections should follow this format.

2.2 Subsection

3.0 Background

Background information to aid the reader’s understanding of the report. Suggested content may include: the problem being addressed, why is it important, what is the state-of-the-art/ state-of-the-practice, capability weakness or shortfalls, etc.

4.0 Technical Approach

Describe research and how it was carried out.
Table 1: Table Caption Precedes Table

<table>
<thead>
<tr>
<th>Row</th>
<th>Column 1</th>
<th>Column 2</th>
<th>Column 3</th>
<th>Column 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Row 1</td>
<td>Data</td>
<td>Data</td>
<td>Data</td>
<td>Data</td>
</tr>
<tr>
<td>Row 2</td>
<td>Data</td>
<td>Data</td>
<td>Data</td>
<td>Data</td>
</tr>
</tbody>
</table>

5.0 Findings/Results

Describe the results of the research to this point.

6.0 Analysis, Products and Discussion

Describe any analysis performed, products produced such as algorithms, software, prototypes, hardware, sensors, etc. Discussion any planned transition, integration or test activities. (See tab 3, 4)

7.0 Conclusion

8.0 Future Work

Describe proposed/possible future work. If the grant is continuing, describe efforts for the upcoming year. If this is a final report, describe any future research directions that will be undertaken as a result of the research conducted under the grant.

References

References should follow the Chicago Manual of Style guidelines Author-Date style. The following are examples of the more common instances; for a more complete set of examples, see the Chicago Manual of Style Online, http://www.chicagomanualofstyle.org/tools_citationguide.html, or chapters 16 and 17 of The Chicago Manual of Style, 15th edition.
Books
One author:

Two authors:

Four or more authors:

Editor, translator, or compiler instead of author:

Chapter or other part of book:

Journal Articles
Print Journal:

Online journal:

Thesis or Dissertation

Paper presented at a meeting or conference
Tab 1: Publications
For annual/final reports, this Tab contains the full text of publications submitted or published during the reporting period. There are no format requirements on the publications included in this tab.

Tab 2: Students Supported
For annual/final reports, this tab, which starts on a new page, shows in tabular form every student supported during the reporting period.

<table>
<thead>
<tr>
<th>Name</th>
<th>Graduate/Undergraduate</th>
<th>Degree Awarded</th>
<th>Thesis/Dissertation Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Smith</td>
<td>Graduate</td>
<td>Ph.D. in ...</td>
<td>A Resolution of the Riemann Hypothesis</td>
</tr>
<tr>
<td>William Jones</td>
<td>Graduate</td>
<td>M.S. in ...</td>
<td>Using Spherical Harmonics to Represent the Gravity Field</td>
</tr>
</tbody>
</table>

Tab 3: Algorithms/Code Developed
For annual/final reports, this tab, which starts on a new page, lists algorithms and/or computer code developed during the reporting period.

<table>
<thead>
<tr>
<th>Name</th>
<th>Algorithm/Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Algorithm 1</td>
<td>Algorithm</td>
<td>Algorithm 1 processes ...</td>
</tr>
<tr>
<td>Code 1</td>
<td>Code</td>
<td>Code 1 is a Java implementation of Algorithm 1, running on a Windows 2000 platform.</td>
</tr>
</tbody>
</table>

Tab 4: Transitions
For annual/final reports, this tab, which starts on a new page, shows all technology transitions that took place, including this reporting period.

Transition 1: Algorithm 1, implemented as Code 1, was transitioned to CIA, DIA,..., NGA/PXX where it is being used to...