

## **USGS 104b (WRI) Investigator Annual Report Instructions**

**Deadline for 2008 reports: 4/30/2008**

Detailed instructions for completing your WRI annual report follow. Please submit your report to us at [umgmc@maine.edu](mailto:umgmc@maine.edu). The Maine Water Resources Research Institute will compile reports into the annual report submission.

PIs who received research grants should complete Sections A and C.

PIs who received information transfer grants should complete Sections B and C.

### **A. RESEARCH PROGRAM**

Submit as a PDF file. Please notify us if there has been a change in co-investigators

The report must contain the following headings:

1. Problem and Research Objectives,
2. Methodology and
3. Principal Findings and Significance.

Publication citations associated with the research project can be included in the report but must also be submitted as a separate document (see Part C below).

### **B. INFORMATION TRANSFER PROGRAM**

Submit as a PDF file. Please notify us if there has been a change in co-investigators

The report may contain the following headings:

1. Problem and Information Transfer Objectives,
2. Methodology and
3. Principal Findings and Significance.

Publication citations associated with the information transfer project can be included in the report but must also be submitted as a separate document (see Part C below).

### **C. OTHER REQUIRED DOCUMENTATION**

The following information should be submitted as a single word document using the category headings below:

**Student support:** Provide a summary of the number of students supported with your WRI grant and required matching funds.

**Notable awards and achievements:** Provide a brief description of any especially notable achievements and awards resulting from work supported by your WRII grant and required matching funds.

**Publications:** Provide citations for publications resulting from your WRII grant and required matching funds. Please provide the citations in the format requested below.

**Publication citation format:**

**1. Articles in Refereed Scientific Journals**

Citation

Author (first author; last name, first name; all others; first name, last name), Year, Title, Name of Journal, Volume(Number), Page Numbers.

**2. Book Chapter**

Citation

Author (first author; last name, first name; all others: first name, last name), Year, Title of chapter, "in" Name(s) of Editor "ed.", Title of Book, City, State, Publisher, Page Numbers.

**3. Dissertations**

Citation

Author (last name, first name), Year, Title, "MS (Ph.D.) Dissertation," Department, College, University, City, State, Number of Pages.

**4. Water Resources Research Institute Reports**

Citation

Author (first author; last name, first name; all others: first name, last name), Year, Title, Name of WRII, University, City, State, Number of Pages.

**5. Conference Proceedings**

Citation

Author (first author; last name, first name; all others: first name, last name), Year, Title of Presentation, "in" Title of Proceedings, Publisher, City, State, Page Numbers.

**6. Other Publications**

Citation

Author (first author; last name, first name; all others: first name, last name), Year, Title, other information sufficient to locate publications, Page Numbers (if in publication) or Number of Pages (if monograph).