

UW College of Agriculture and Natural Resources
Global Perspectives Grant Program
Project Report Instructions

A brief written report must be submitted electronically to the AES office **within one month of returning from your trip**. Photographs supplementing the report are encouraged and are appreciated by the donor. Failure to submit a report may jeopardize future funding from AES.

In addition to forwarding these reports to our benefactor, reports will also be published on the AES website—do not include any photos that require permission to post to our webpage. Reports must be written in a style **understandable by the lay person** and may be edited for readability before being published to the AES website or the University of Wyoming Foundation report.

Format: Use 12 point type, single line spacing, and one inch margins. Submit your report to aes@uwyo.edu as a single PDF file.

Include the following information:

1. COVER PAGE

Trip Date: _____

Principle Investigator(s)_____ **Department:**_____ **Email:**_____

Project Title from Application: _____

Non-technical summary (max 1500 characters plus spaces): Provide a one paragraph non-technical summary that most people can understand.

2. REPORT: Maximum of two pages of text; in addition, please also include **photos**. Must be written in a style understandable by a general audience.

Include:

1. Main results of activities planned in the proposal.
 2. Describe any future plans
 3. Outline potential impacts to a) the College of Agriculture, Life Sciences, and Natural Resources, b) the University of Wyoming, and c) the State of Wyoming
 4. Photos
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QUESTIONS? Contact Joanne Newcomb in the Agricultural Experiment Station office at aes@uwyo.edu or (307) 766-3667.