Mid-Cycle Report Template
Submit: research@indianasoybean.com

Project Title:	
Principle Investigator(s):	
ISA Project Number:	
Date:	
Current Project Period:	
Date Final Report Due:	

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1. Outputs - Explain what you did, what was discovered, and what was learned because of the research project.
- **Be specific about which KPIs from your proposal are met/unmet and why**
- Report outputs completed during the reporting period that contribute to the goals and objectives of the project (**DO NOT** include publications here, they are to be reported separately in Item 2 below).
- For a project just initiated, please note the status.
- Narrative is limited to 3,200 characters and spaces.

Explanation:

2. Publications/Extension/Outreach - Describe how findings and results were shared. Report number of website hits, number of meetings where results shared, number of people attending meetings, etc.

- List publications, documents, meetings, or events that are specific to the project during this reporting period.
- Include only those publications, documented meetings not previously reported.
- Include research and extension publications, handouts, electronic publications, websites, etc.
- If there are no publications, documents, or meetings to report for the period, leave this field blank.
- Include a description of how the results have been disseminated to communities of interest or how the product is being shared. This report narrative is required of all projects.

Narrative is limited to 3,200 characters and spaces.

Explanation:

3. Project Modifications - Describe any significant changes to project content from original funded project proposal.

Select one of the following options:

_____ Not applicable for this period, nothing significant to report.

_____Report narrative entered in the box below.

Explanation:

4. Completion Date - Describe any foreseen possibility of a no cost extension request. Be specific as possible as to why a no cost extension might be requested. Please note a No Cost Extension request must be sent to ISA no later than 90 days before end of project.

Select one of the following options:

_____Project expected to be completed on schedule.

_____Project delay expected, report narrative entered in box below.

Explanation:

5. Attachments: Attach any copies of graphs, charts, publications, reports, field day flyers, etc. regarding project.