

## **DWFP Project Status Report**

Purpose: This report is intended to provide you with an opportunity to efficiently communicate your progress, successes, and challenges for each numbered DWFP project. Use it to show what you achieved with the funding provided. The report should not exceed 8 pages of text (although most reports are expected to be shorter). If useful, you may include an additional attachment with key summary figures to highlight critical findings.

This report will serve as one of the primary tools used by the DWFP leadership to determine how successful you were in meeting the objectives. It will also be used to assess the overall productivity of the effort and the relative impact of the delivered results to the goal of warfighter protection. The reports will also be used to assist the committee in making future prioritizations of research and development efforts.

Individual filling out this form: \*

Email \*

Project Title:

DWFP Project Number:

Project Cost:

Project Leader:

Collaborators:

Project Objective(s):

Total Project Progress:

## Summarize progress

**KEY RESEARCH ACCOMPLISHMENTS:** Bulleted list of key research accomplishments from this research.

**REPORTABLE OUTCOMES:** Describe major outputs (bullets are acceptable): Papers, inventions filed and patents issued, SCAs and CRADAs, new DoD or other agency guidelines/practices, fielded products, etc.

If applicable, describe how the effort has advanced the field scientifically (e.g. for less mature research discuss how the work has advanced the field, improved our understanding, and moved the project closer to the desired end state). If the details are proprietary, a general indication will be adequate. Be sure to refer to the stated deliverables in the Prospectus. Specifically document if the project deviated from what was proposed in the DWFP-approved Prospectus and provide reasons for any delay, redirection, or failure to achieve specified deliverables. (Be sure to tie this to the color coded progress assessment below).

Summarize progress made:

**Progress assessment:**

There are many understandable reasons for projects to be delayed so be honest and critical of your own work and articulate reasons for delay and solutions clearly in section 8 above.

Green = on or ahead of schedule; successfully completed

Amber = slight delay but will meet all deliverables 6 months late (Explain reasons and proposed solutions in section 8 above)

Red = major obstacles (delay of more than 6 months) or risk that key portions of the project will not be completed (Explain reasons and proposed solutions in section 8 above)

Black = project was abandoned (Explain reasons and proposed solutions in section 8 above)

Progress Assessment:

Plans for the following year:

Conclusion:

Supporting Data:

