

# Guidelines for VLCS Faculty Research Proposal Progress Reports

A progress report for the project should be submitted to the VLCS Research and Graduate Studies Committee (RGS) chairman, Dr. Noah Cohen, through Stephanie Valasek (vlcsadmin@tamu.edu) after six (6) months from the date of funding, and a final report should be submitted after twelve (12) months. Extensions beyond the projected timeline for the grant must be approved by the RGS. Failure to submit progress reports will result in suspension or revocation of funding.

The following format should be used for progress reports:

- A. For each of the specific objectives, aims, or testable hypotheses of the grant, please provide an update of progress to date:
  1. Please itemize each specific objective, aim, or hypothesis;
  2. Please describe any problems encountered, including delays; and/or
  3. Please describe any change in the study design or methods and provide an explanation for the change(s).
  
- B. Please list all presentations and publications resulting from this project that are planned or submitted. **A final draft of the manuscript should be submitted with the final progress report.**