**NOAA Office of Ocean Exploration and Research**

**FY16 Projects**

**Semi-Annual Progress Report Format**

**I. Overview**

1. Grant Number (If applicable)

2. Amount of funding from OER

3. Project Title

4. Area of Operation (include a map and/or coordinates)

5. Principle Investigator (name, address, contact information)

6. Participating Institutions and personnel

7. Award Period: From \_\_\_\_\_\_\_\_\_ To \_\_\_\_\_\_\_\_\_\_

8. Period Covered by this Report: From \_\_\_\_\_\_\_\_\_ To \_\_\_\_\_\_\_\_\_ (ref: Semi-Annual

Performance Report and Annual Report if applicable)

**II. Evaluation:**

1. Work Accomplishments:

a. Describe tasks scheduled for this period (from proposal and amendments)

b. Describe tasks accomplished this period

c. Explain special problems, differences between scheduled and accomplished work

2. Expenditures:

a. Describe expenditures scheduled for this period

b. Describe actual expenditures this period

c. Explain special problems, differences between scheduled and actual expenditures

d. Include completed budget table

3. Results (if any at this time):

a. Inventory of activities (number of submersible dives, CTD, net tows, survey, etc.)

b. Inventory of samples collected or survey data

c. Significant findings or discoveries

d. Append any abstracts, papers or presentations submitted or planned

e. Media coverage

f. Notation of major changes/adjustments to previously submitted documents (e.g. QLR)

Prepared By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Principal Investigator Date