**Final Scientific/Technical Report Template**

[Optional John Doe Enterprises Logo]

[John Doe Enterprise]

Final Scientific/Technical Report

[Project Name]

[Optional Image]

|  |  |
| --- | --- |
| **Job Performed:** | Name |
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**Public Executive Summary**

Provide an executive summary, which should contain everything an executive summary should.

This section should include a discussion of 1) how the project adds to the understanding of the area investigated; 2) the technical effectiveness and or economic feasibility of the methods or techniques investigated or demonstrated; and 3) how the project is otherwise of benefit to the public. The discussion should be written in terms understandable by an educated layman.

**Acknowledgements**

**Accomplishments and Objectives**

[Provide a comparison of the actual accomplishments with the technical milestones and deliverables of the project.]

This award allowed [John Doe Enterprise] to demonstrate a number of key objectives. The focus of the project was on building a [Transformational & Disruptive Technology].

A number of tasks and milestones were laid out at the beginning of the project. The actual performance against the stated milestones is summarized here:

**Table 1. Key Milestones and Deliverables.**

|  |  |
| --- | --- |
| **Tasks** | **Milestones and Deliverables** |
|  |  |
| **Task 1: Task title** | Q1: Milestone as stated in statement of project objectives. |
| 1.1 Subtask | **Actual Performance:** (Completion date) Performer states progress |
| against the milestone and completion date. Should be as quantitative |
|  |
| 1.2 Subtask | as possible. |
| 1.3 Subtask | Q2: Milestone as stated in statement of project objectives. |
|  |
|  | **Actual Performance:** (Completion date) Performer states progress |
|  | against the milestone and completion date. Should be as quantitative |
|  | as possible. |
|  | ... |
|  |  |
| **Task 2: Task title** | Q1: Milestone as stated in statement of project objectives. |
| 2.1 Subtask | **Actual Performance:** (Completion date) Performer states progress |
| against the milestone and completion date. Should be as quantitative |
|  |
| 2.2 Subtask | as possible. |
| 2.3 Subtask | Q2: Milestone as stated in statement of project objectives. |
|  |
|  | **Actual Performance:** (Completion date) Performer states progress |
|  | against the milestone and completion date. Should be as quantitative |
|  | as possible. |
|  | ... |
|  |  |

For projects involving computer modeling, provide a brief description of the model, key assumptions, how the model was validated, and whether or not the model and results were presented in peer-reviewed publications.

**Project Activities**

One paragraph that succinctly summarizes the project’s focus, major approaches and hypotheses utilized, and a high-level summary of the project’s results.

If there was a modification to the award as a result of changes in tasks or milestones, state when that occurred and provide a brief narrative describing the change.

**Project Outputs**

***A. Description of Code***

XXXXXXXXX Can reference a good README, should be enough to run the code

* 1. ***Expected Outcomes of Running Code***

XXXXXXXXX

* 1. ***Results***

XXXXXXXXX

* 1. ***Other Products (e.g. Databases, Physical Collections, Audio/Video, Software, Models, Educational Aids or Curricula, Equipment or Instruments)***

XXXXXXXXX