

USDA PROJECT NARRATIVE

Must be typed in exact order as indicated and accompany USDA Forms AD416 and 417 and CSREES 662. There is no page limit.

PRINCIPAL INVESTIGATOR:

- A. TITLE. A brief, clear, specific designation of the subject of the research. The title, used by itself, should reflect the objectives and scope of the project (include assigned number if a revision).
- B. JUSTIFICATION. Present (1) the importance of the problem to agriculture and rural life of the State or region; (2) reasons for doing the work (such as the needs the project will fill) and doing it at this time; and (3) ways in which public welfare or scientific knowledge will be advanced.
- C. PREVIOUS WORK AND PRESENT OUTLOOK. A brief summary of previous research (citing important publications); status of current research; and the additional knowledge needed which the project is expected to provide. (Literature citations may be listed at the end of the project outline.)
- D. OBJECTIVES. A clear, complete, and logically arranged statement of the specific objectives of the project.
- E. PROCEDURE. A statement of the essential working plans and methods to be used in attaining each of the stated objectives. Procedures should correspond to the objectives and follow the same order. Phases of the work to be undertaken currently should be designated. Location of the work and the facilities and equipment needed and available should be indicated. Wherever appropriate, the procedure should produce data suitable for statistical analysis. The procedure should reflect careful planning and should provide flexibility for changes if changes became necessary.
- F. PROBABLE DURATION. An estimate of the maximum time likely to be required to complete the project and publish results. Whenever a material change in the objectives of a project is advisable, a new or revised project outline should be prepared and submitted. A major change in procedure might also necessitate a revision of the project outline. Projects may be applied for up to five years.
- G. FINANCIAL SUPPORT. Estimated annual allotments (by funds) to (1) salaries, and (2) maintenance, based on analysis of requirements for labor, equipment, supplies, travel, and other operating expenses.
- H. PERSONNEL. The leader or leaders and other technical workers assigned and % of effort.
- I. INSTITUTIONAL UNITS INVOLVED. Each subject-matter unit in the agricultural experiment station and any other units of the institution contributing essential services or facilities. The responsibilities of each should be indicated. If there is an advisory, coordinating, or directing committee for the project, the official title of the committee should be listed.
- J. COOPERATION. A statement listing the U.S. Department of Agriculture or other stations, institutions, or agencies expected to cooperate formally or informally on the project. If project is part of a Region project, list Multistate Research Project Number.
- K. LITERATURE CITED. A reference list of pertinent literature cited.