

Final Report Guidelines

January 2007

Each JFSP-funded PI must submit a final report by project termination date. Final report content will naturally differ by project. The following outline of essential information to be included in each final report is adapted from the 2006 AFPs:

- Please identify your report with the title or subtitle “Final Report”, reference your Project ID number, and include the title of your project as submitted in your proposal. (added 5/5/2006)
- A brief synopsis of what you learned from your research, including how your work met the objectives stated in your proposal.
- Please list in your final report the field locations, if any, where you conducted experiments. For example, the Boise Basin Experimental Forest near Idaho City, Idaho, Yosemite National Park, Wawona District or Seney National Wildlife Refuge near Shingleton, Michigan. (added 5/1/2006)
- A **Deliverables Crosswalk Table** (see example below) of how the deliverables that your collaborators and you specified in your original proposal compare to those that you will provide the JFSP Board.
- Please include a status in this table for all yet-to-be completed deliverables and their anticipated availability dates. Please send us these future products as they become available and remember to specify web sites/url's for your deliverables. We want to make sure that the public can easily access your science products.
- **Copies of all deliverables in both written and electronic format (preferable a .pdf) on a CD. This includes submitting your Final Report in hardcopy to the JFSP Program Office at:**

Joint Fire Science Program
National Interagency Fire Center
3833 S. Development Ave.
Boise, ID 83705-5354

All electronic copies should be emailed to:

jfsp@nifc.blm.gov

Please use the following or similar format to summarize your deliverables (thanks to James McIver for designing this template):

Deliverables Crosswalk Example

Appendix 1. Crosswalk between proposed and delivered FFS outreach activities, as indicated in our Communication Plan, dated May 17, 2001

Proposed	Delivered	Status
Website	http://www.fs.fed.us/ffs/	In progress
Publication Series	See attached Appendix 4: Publication List, National Fire and Fire Surrogate Study (Updated April 30, 2006)	done
Publications	See enclosed CD, containing pdf files of all publications to date, in print	done
Brochure	See enclosed brochure: White, D. and J. D. Mclver, 2001 , The Fire and Fire Surrogate Study. Brochure	done
Short Powerpoint Talk	White, D. and J. D. Mclver, 2001 , A national study on the consequences of fire and fire surrogate treatments. <i>10 minute slide show</i>	done
Long Powerpoint Talk	White, D. and J. D. Mclver, 2001 , A national study on the consequences of fire and fire surrogate treatments. <i>40 minute slideshow</i>	done
Poster	White, D. and J. D. Mclver, April 2002 , A national study on the consequences of fire and fire surrogate treatments. Poster	done
Fact Sheet	Mclver, J.D., and S. Stephens, January 2001 , The Fire and Fire Surrogate Study is underway in 9 states.....	done
Study Plan	FFS SMIC, September 2001 , A national study on the consequences of fire and fire surrogate treatments. Study plan. <i>Study plan for the Fire and Fire Surrogates study.</i>	done
Corporate Database	A complete, functional database, suitable for all conceivable network analysis, is now up and running for vegetation, fuels, soils, and wildlife. We are still in the process of finishing up entomology and	done

	pathology.	
National Conference	Please see attached Appendix 5: Multi-site and multivariate presentations at the National Fire and Fire Surrogate Symposium, 3rd International Fire Ecology and Management Conference, San Diego, CA, November 13-17, 2006.	planned for November 13-17, 2006
Presentations	Keeley, J., Schwilk, D., March 2006 , The National Fire and Fire Surrogate Study - Effects of alternative fuel. Presentation at 1st Fire Behavior and Fuels Conference, Portland, OR.	done
Tours/Site Visits	Scherer, G., J. Hatten and D. Zabowski, November 2003 , Graduate Field Seminar in Soils. Field tour at Mission Creek, WA. <i>Field tour for UW graduate students.</i>	done
Workshops/Presentations	Harrod, R., 2003 , Fire and fire surrogate science. Invited presentation for Wenatchee, WA.	done