



TransNow Reporting Deadlines – Year 23: July 1, 2010 - June 30, 2011

REPORT	DUE DATE
Confirmation Letters of Match Commitment (from universities of both PI and co-PI)	July 1, 2010
Signed Statement of Agreement (from universities of both PI and co-PI)	July 1, 2010
Revised Budget (if required in award letter)	July 1, 2010
New! Executive Summary (layperson description of research)	July 1, 2010
Student Information Sheet(s) Research / Teaching Assistants	January 31, 2011
Semi-Annual Report (first 6 month period)	January 31, 2011 <ul style="list-style-type: none"> ○ Part 1 - Implementation Report ○ Part 2 – Work Plan – Task Descriptions and Milestones ○ New! Part 3 – Photos and/or graphics documentation of research progress ○ Part 4 – Financial Status Report - must include official financial back-up documentation of Federal and Matching expenditures to date
Request for 6 Month No-Cost Extension	April 30, 2011
Draft Final Report	April 30, 2011 (for projects ending June 30, 2011)
Revised Final Report	June 30, 2011 or within 2 weeks after reviewers' comments are returned to PI
Semi-Annual Report (second 6 month period)	July 31, 2011 <ul style="list-style-type: none"> ○ Part 1 - Implementation Report ○ Part 2 – Work Plan – Task Descriptions and Milestones ○ New! Part 3 – Photos and/or graphics documentation of research progress ○ Part 4 – Financial Status Report - must include official financial back-up documentation of Federal and Matching expenditures to date