

## WIPM Center

### Report Guidelines for “Addressing Western IPM Issues” Projects

**How to submit:** Electronically, as an attached MS-WORD file, to llherbst@ucdavis.edu and to rsmelnicoe@ucdavis.edu. If you have questions, contact Linda Herbst, 530-752-7010.

**Format.** 12-point type or larger, with one-inch margins.

**Content:** Reports should follow the outline below and include responses to as many of the questions, also listed below, as are relevant to your project. *These are guidelines.* Provide your readers with enough detail that someone who is not familiar with your project can understand what you were trying to achieve, how you went about it, and what you accomplished, but please keep it concise.

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#### A. Grant Data

- Grant Agreement #:
- Title:
- Type: Addressing Critical Issues in IPM
- Lead investigator (name, title, institution, address, phone, fax, email):
- Team members (name, title, institution):
- State(s) involved:
- Funding Year(s):
- Funding amount:

**B. Nontechnical Summary.** An overview of the project, briefly outlining its context and key components, *written to a lay audience.*

**C. Introduction.** An introduction to the project of approximately *500 words*. Clarify the overall problem or question that led you to undertake the project. It is likely that *some* information for this section can be drawn from the “Problem, Background, Justification” section of your proposal. Examples of questions that could be addressed in this section are:

1. What is the economic importance of the crop? (e.g., value of industry in state or the Western region; ranking of crop in importance to state or the Western region)
2. What is the importance of the pest(s) you’ve studied to the crop? (e.g., economic losses on annual basis).
3. What are the environmental, health, or economic risks associated with non-IPM methods of controlling the pest(s)? (e.g., impacts of pesticide use)
4. What is the particular reason for your study? (e.g., conventional pest-control strategies no longer work; beneficial insects are being harmed by available pest-control options; lack of training or implementation of new IPM tactics)

**D. Objectives.** Restate your project objectives. After each objective, provide a brief (1-3 sentence) narrative about whether you’ve achieved it; if it was modified, mention how.

**E. Approach.** *Briefly, in 1-2 paragraphs,* describe your approach, the methods used, and the overall

design of your project.

**F. Progress.** Describe, in 1-2 paragraphs, the progress made on your project during the past year on each objective.

**G. Results.** Provide a brief explanation of your results in 1-2 paragraphs. Above all, answer how your project helped to ensure timely responses to critical issues, or quicker, more effective solutions. Did this grant serve as seed money for you to obtain additional funding for upcoming, related projects? Include a discussion of any unexpected events that seem noteworthy.

**H. Impacts.** Describe and assess any impacts of your work that you can. This section of your report will help the Western IPM Center highlight the value of IPM research and education and the real-world impacts of funded projects. We will use the information in news articles and reports to showcase the worthiness of projects that our program supports. Below are some questions that will guide you in assessing the impacts of your project. The relevance of each question may vary depending on whether yours is a research or extension project. Please answer as many as you can to the best of your ability, and feel free to discuss any impacts not mentioned below.

1. *Innovations:*

Are there new IPM practices that have been or could be adopted as a direct result of your project? What is the total number of acres (or homes, schools, greenhouses, nurseries) on which these practices could realistically be implemented?

2. *Safeguarding human health and the environment:*

- a. Has the project reduced risk (or could it potentially do so) by changing the use of pesticides on farms, or in homes, schools, etc.? For example, could it result in fewer sprays per season or a switch to lower-risk pesticides? (Since there is no unanimous definition of *high* and *low risk*, investigators selecting this indicator are asked to categorize the pesticides they are reporting on as *high* or *low risk* according to the particular situation [e.g., lower risk to natural enemies]).
- b. Are there any other impacts on human health or the environment as a result of your project?

3. *Economic benefits:*

- a. What is (or could be) the economic benefit (e.g., dollars saved) for clientele who adopt IPM strategies and systems you studied? Do you envision potential commercialization or mass production of these systems?
- b. How many clients are satisfied with IPM results (such as improved yield, quality of yield, reduced pest populations, more effective pest control, greater preservation of nonpest species)?
- c. Are there other financial benefits that might be realized as a result of your project?

4. *Implementation of IPM:*

- a. How many IPM strategies and systems have been validated through this project (e.g., through on-farm trials, large plot tests, and other methods used to confirm efficacy)?
- b. How many educational materials were delivered? To whom?
- c. What is the number of growers/personnel trained?
- d. For a website, what volume of traffic and type of use has the site experienced? (For

example, # visitors per day/month; # page views; # of unique user sessions; change in volume during growing season; average viewing time)

- e. How many more people adopted IPM practices as a direct result of your project, or how many people adopted new IPM practices?
- f. Are there other ways in which your work will result in improved use or increased implementation of IPM strategies in your region or across the West?

5. Has your project or study enhanced collaboration among stakeholders interested in the development and implementation of improved IPM strategies and systems? (For example, number of growers or other types of stakeholders that have participated in advisory committees, surveys)

**I. Appendices.** If applicable, please attach to your report any of the following that will enhance our understanding of your project and its impacts:

- Photographs
- Any presentations, such as in PowerPoint, resulting from this project
- Printed fact sheets or other publications resulting from your work.

*Many thanks!*