ANNUAL REPORT

Introduction

This report is one of a series that you will complete throughout the life of your ATP project. These reports provide crucial information for ATP program officials to use in assessing the value of the ATP program, and reporting conclusions to policymakers and stakeholders. Thus it is important that you read the questions carefully and provide your best answer.

The primary purpose of the present report is to gather current information about your project and company. Because the information requested is quite diverse, the person completing this report may need to gather information from various company sources and personnel. These sources should include individuals with detailed knowledge of the technical and business aspects of the ATP-funded project, and general knowledge about your company as a whole.

Please respond to the questions on this report with regard to the following project:
Project title: [ ]
Period of performance: [ ]
Award Number: [ ]

This report includes items regarding the following content areas:

1. Administrative Information
2. Key Personnel
3. Subcontractors
4. Company Characteristics
5. ATP Project Characteristics
6. Research Effort
7. Project Management
8. Research Outputs
9. Technology Commercialization
10. Future BRS Reports

OMB No: 0693-0009 Expiration Date: 11/30/06. This report is authorized under the Paperwork Reduction Act. Under the terms and conditions of your ATP award, your response is mandatory. Data collected will be shared with ATP staff, but considered confidential by ATP staff. Public reporting burden for this collection of information is estimated to average 45 to 75 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Director, Advanced Technology Program, National Institute of Standards and Technology, 100 Bureau Drive, Stop 4700, Administration Building, Room A333, Gaithersburg, Maryland 20899-4700.
Section 1: Administrative Information

Company Name and Location

The information shown below refers to your company. Please verify the accuracy of this information.

COMP_NAME Company Name: [COMP_NAME]
UNIT_NAME Division Name: 
ESTAB_ADD1 Address Line 1: 
ESTAB_ADD2 Address Line 2: 
ESTAB_ADD3 Address Line 3: 
ESTAB_CITY City: 
ESTAB_STATE State: 
ESTAB_ZIP Zip: 
ESTAB_WEB Website Address: 

[Programmer note: Prefill company name and address info where available]
[Programmer Note: TCON_FNAME and TCON_LNAME are required fields]

[If TYPE_OF_PARTICIPATION = SA or JVL]

Principal Investigator

The Principal Investigator named in the terms and conditions of your ATP Cooperative Agreement is responsible for the overall direction and supervision of the ATP-funded project.

[If TYPE_OF_PARTICIPATION = JVP]

Technical Contact

The Technical Contact person for your company should be a mid- to senior-level person with responsibility for direction and supervision of technical work on this ATP-funded project.

TCON_CONFIRM

Our records indicate that [TCON_FNAME TCON_LNAME] is the [Principal Investigator] [your company’s Technical Contact]. Is this information correct?

Yes .....................1
No.......................2

If TCON_CONFIRM=Yes:

Please verify the following information for [TCON_FNAME TCON_LNAME].

TCON_FNAME    First Name
TCON_LNAME    Last Name
TCON_SALUT    [Drop down box with following options: Dr., Mr., Miss, Mrs., Ms.]
TCON_TITLE    Position Title
TCON_GNDR    Gender     Male  Female
TCON_ORG1    Organization Name Line 1
TCON_ORG2    Organization Name Line 2
TCON_ADD1    Street Address Line 1 (no PO Box addresses, please)
TCON_ADD2    Street Address Line 2:
TCON_ADD3    Street Address Line 3
TCON_CITY    City
TCON_STATE    State
TCON_ZIP    Zip
TCON_PHONE    Telephone
TCON_EXT    Ext.
TCON_FAX    Fax
TCON_EMAIL    E-mail

[Programmer note: Pre-fill TCON info if available.]
[If TCON_CONFIRM = NO AND TYPE_OF_PARTICIPATION = SA or JVL]

Principal Investigator

Please identify the Principal Investigator from the following list of personnel, or add a new name.

[If TCON_CONFIRM = NO AND TYPE_OF_PARTICIPATION = JVP]

Technical Contact

Please identify your company’s Technical Contact from the following list of personnel, or add a new name.

[DROP DOWN LIST OF ALL CONTACT NAMES]

[If Old Name is Selected from List]

Please verify the following information for [TCON_FNAME TCON_LNAME].

TCON_FNAME  First Name
TCON_LNAME  Last Name
TCON_SALUT  [Drop down box with following options: Dr., Mr., Miss, Mrs., Ms.]
TCON_TITLE  Position Title
TCON_GNDR  Gender  Male____  Female ______
TCON_ORG1  Organization Name Line 1
TCON_ORG2  Organization Name Line 2
TCON_ADD1  Street Address Line 1  (no PO Box addresses, please)
TCON_ADD2  Street Address Line 2:
TCON_ADD3  Street Address Line 3
TCON_CITY   City
TCON_STATE  State
TCON_ZIP    Zip
TCON_PHONE  Telephone
TCON_EXT    Ext.
TCON_FAX    Fax
TCON_EMAIL  E-mail

[Programmer note:  Pre-fill new TCON info if available.]
[IF ADD NEW TCON NAME IS SELECTED AND TYPE_OF_PARTICIPATION = SA or JVL]

Please complete the following contact information for your new Principal Investigator.

[IF ADD NEW TCON NAME IS SELECTED AND TYPE_OF_PARTICIPATION = JVP]

Please complete the following contact information for your new Technical Contact.

TCON_FNAME  First Name
TCON_LNAME  Last Name
TCON_SALUT  [Drop down box with following options: Dr., Mr., Miss, Mrs., Ms.]
TCON_TITLE  Position Title
TCON_GNDR  Gender  Male____  Female ______
TCON_ORG1  Organization Name Line 1
TCON_ORG2  Organization Name Line 2
TCON_ADD1  Street Address Line 1  *(no PO Box addresses, please)*
TCON_ADD2  Street Address Line 2:
TCON_ADD3  Street Address Line 3
TCON_CITY  City
TCON_STATE  State
TCON_ZIP  Zip
TCON_PHONE  Telephone
TCON_EXT  Ext.
TCON_FAX  Fax
TCON_EMAIL  E-mail
[Programmer Note: BCON_FNAME and BCON_LNAME are required fields]

**Business Contact**

The Business Contact person for your company should be a mid- to senior-level person with responsibility for business development and commercialization aspects of this ATP-funded project.

**BCON_CONFIRM**

Our records indicate that [BCON_FNAME  BCON_LNAME] is your company’s Business Contact. Is this information correct?

Yes .....................1
No.......................2

**If BCON_CONFIRM=Yes:**

Please verify the following information for [BCON_FNAME  BCON_LNAME].

BCON_FNAME    First Name
BCON_LNAME    Last Name
BCON_SALUT    [Drop down box with following options: Dr., Mr., Miss, Mrs., Ms.]
BCON_TITLE    Position Title
BCON_GNDR    Gender ______ Male____ Female ______
BCON_ORG1    Organization Name Line 1
BCON_ORG2    Organization Name Line 2
BCON_ADD1    Street Address Line 1 (no PO Box addresses, please)
BCON_ADD2    Street Address Line 2:
BCON_ADD3    Street Address Line 3
BCON_CITY    City
BCON_STATE    State
BCON_ZIP    Zip
BCON_PHONE    Telephone
BCON_EXT    Ext.
BCON_FAX    Fax
BCON_EMAIL    E-mail

[Programmer note: Pre-fill BCON info if available.]
If BCON_CONFIRM= No:
Please identify your company’s Business Contact from the following list of personnel, or add a new person.

[DROP DOWN LIST OF ALL CONTACT NAMES]

[IF OLD NAME IS SELECTED FROM LIST]
Please verify the following information for [BCON_FNAME BCON_LNAME].

- **BCON_FNAME**  First Name
- **BCON_LNAME**  Last Name
- **BCON_SALUT**  [Drop down box with following options: Dr., Mr., Miss, Mrs., Ms.]
- **BCON_TITLE**  Position Title
- **BCON_GNDR**  Gender  Male____  Female ______
- **BCON_ORG1**  Organization Name Line 1
- **BCON_ORG2**  Organization Name Line 2
- **BCON_ADD1**  Street Address Line 1  *(no PO Box addresses, please)*
- **BCON_ADD2**  Street Address Line 2:
- **BCON_ADD3**  Street Address Line 3
- **BCON_CITY**  City
- **BCON_STATE**  State
- **BCON_ZIP**  Zip
- **BCON_PHONE**  Telephone
- **BCON_EXT**  Ext.
- **BCON_FAX**  Fax
- **BCON_EMAIL**  E-mail

[Programmer note: Pre-fill new BCON info if available.]
[IF ADD NEW BCON NAME IS SELECTED]

Please complete the following contact information for your new Business Contact.

<table>
<thead>
<tr>
<th>Variable</th>
<th>Field Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCON_FNAME</td>
<td>First Name</td>
</tr>
<tr>
<td>BCON_LNAME</td>
<td>Last Name</td>
</tr>
<tr>
<td>BCON_SALUT</td>
<td>[Drop down box with following options: Dr., Mr., Miss, Mrs., Ms.]</td>
</tr>
<tr>
<td>BCON_TITLE</td>
<td>Position Title</td>
</tr>
<tr>
<td>BCON_GNDR</td>
<td>Gender</td>
</tr>
<tr>
<td>BCON_GENDER</td>
<td>Male____ Female ______</td>
</tr>
<tr>
<td>BCON_ORG1</td>
<td>Organization Name Line 1</td>
</tr>
<tr>
<td>BCON_ORG2</td>
<td>Organization Name Line 2</td>
</tr>
<tr>
<td>BCON_ADD1</td>
<td>Street Address Line 1 (no PO Box addresses, please)</td>
</tr>
<tr>
<td>BCON_ADD2</td>
<td>Street Address Line 2:</td>
</tr>
<tr>
<td>BCON_ADD3</td>
<td>Street Address Line 3</td>
</tr>
<tr>
<td>BCON_CITY</td>
<td>City</td>
</tr>
<tr>
<td>BCON_STATE</td>
<td>State</td>
</tr>
<tr>
<td>BCON_ZIP</td>
<td>Zip</td>
</tr>
<tr>
<td>BCON_PHONE</td>
<td>Telephone</td>
</tr>
<tr>
<td>BCON_EXT</td>
<td>Ext.</td>
</tr>
<tr>
<td>BCON_FAX</td>
<td>Fax</td>
</tr>
<tr>
<td>BCON_EMAIL</td>
<td>E-mail</td>
</tr>
</tbody>
</table>
Administrative Contact

The Administrative Contact person is responsible for administrative issues relating to the ATP Cooperative Agreement, including managing contract, budget, and related matters.

ACON_CONFIRM
Our records indicate that [ACON_FNAME  ACON_LNAME] is your company’s Administrative Contact. Is this information correct?
Yes .................1
No.....................2

If ACON_CONFIRM = Yes:
Please verify the following information for [ACON_FNAME  ACON_LNAME].
ACON_FNAME    First Name:
ACON_LNAME    Last Name:
ACON_SALUT    [Drop down box with following options: Dr., Mr., Miss, Mrs., Ms.]
ACON_TITLE    Position Title:
ACON_GNDR    Gender:  Male____  Female ______
ACON_ORG1    Organization Name Line 1:
ACON_ORG2    Organization Name Line 2:
ACON_ADD1    Street Address Line 1 (no PO Box addresses, please):
ACON_ADD2    Street Address Line 2:
ACON_ADD3    Street Address Line 3:
ACON_CITY    City:
ACON_STATE    State:
ACON_ZIP    Zip:
ACON_PHONE    Telephone:
ACON_EXT    Extension:
ACON_FAX    Fax:
ACON_EMAIL    E-mail:

[Programmer note: Pre-fill ACON info if available.]
If ACON_CONFIRM = No:
Please identify your company’s Administrative Contact from the following list of
personnel, or add a new person.

[DROP DOWN LIST OF ALL CONTACT NAMES]

[IF OLD NAME IS SELECTED FROM LIST]
Please verify the following information for [ACON_FNAME ACON_LNAME].

ACON_FNAME       First Name:
ACON_LNAME       Last Name:
ACON_SALUT       [Drop down box with following options: Dr., Mr., Miss, Mrs., Ms.]
ACON_TITLE       Position Title:
ACON_GNDR        Gender:    Male____  Female ______
ACON_ORG1        Organization Name Line 1:
ACON_ORG2        Organization Name Line 2:
ACON_ADD1        Street Address Line 1  (no PO Box addresses, please):
ACON_ADD2        Street Address Line 2:
ACON_ADD3        Street Address Line 3:
ACON_CITY        City:
ACON_STATE       State:
ACON_ZIP         Zip:
ACON_PHONE       Telephone:
ACON_EXT         Extension:
ACON_FAX         Fax:
ACON_EMAIL       E-mail:

[Programmer note:  Pre-fill new ACON info if available.]
[IF ADD NEW ACON NAME IS SELECTED]

Please complete the following contact information for your new Administrative Contact.

ACON_FNAME  First Name:
ACON_LNAME  Last Name:
ACON_SALUT  [Drop down box with following options: Dr., Mr., Miss, Mrs., Ms.]
ACON_TITLE  Position Title:
ACON_GNDR  Gender:   Male____ Female ______
ACON_ORG1  Organization Name Line 1:
ACON_ORG2  Organization Name Line 2:
ACON_ADD1  Street Address Line 1 (no PO Box addresses, please):
ACON_ADD2  Street Address Line 2:
ACON_ADD3  Street Address Line 3:
ACON_CITY  City:
ACON_STATE  State:
ACON_ZIP  Zip:
ACON_PHONE  Telephone:
ACON_EXT  Extension:
ACON_FAX  Fax:
ACON_EMAIL  E-mail:
Section 2: Key Personnel

Project Staffing

Please provide information on the total project staffing for your ATP-funded project during the past reporting year.

The past reporting year covers the period [PY_START] to [PY_END].

PROJ_EMPLOY (0-99)
How many employees in total from your company worked on the ATP-funded project during the past reporting year?
____ Total employees

PROJ_FTE (0.00-99.99)
How many full-time equivalent (FTE) employees from your company worked on the ATP project during the past reporting year?
____ FTE employees

Key Project Personnel

The names of key personnel identified on previous BRS reports are listed in the table below. Please update the full-time equivalent (FTE) time contributed to the ATP project by the listed key personnel member in the past reporting year.

You will have an opportunity to add the names of new key personnel in a separate table.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>% FTE on ATP project reported on last BRS report</th>
<th>% FTE on ATP project in past reporting year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

KP#_FNAME KP#_LNAME KP#_FTE

Programmer note: No row additions would be allowed on this table. If possible, please sort the records in descending order by KP#_FTE.
In the table below, please add the names of any other employees from your company who are now considered key personnel for the ATP project at this time.

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Gender</th>
<th>Position Title</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Male...1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Female.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Male...1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Female.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Male...1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Female.2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.

[Programming note: The same person should not be listed more than once in this table, nor should it duplicate names listed in the table on 2-1]
For the key personnel listed below, please indicate the citizenship status of each person.

<table>
<thead>
<tr>
<th>Name</th>
<th>Citizenship Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>[KP#_FNAME KP#_LNAME]</td>
<td>Born U.S. citizen = 1</td>
</tr>
<tr>
<td></td>
<td>Naturalized U.S. citizen =2</td>
</tr>
<tr>
<td></td>
<td>Permanent resident=3</td>
</tr>
<tr>
<td></td>
<td>Other=4</td>
</tr>
<tr>
<td>[KP#_FNAME KP#_LNAME]</td>
<td>KP#_CITIZEN</td>
</tr>
</tbody>
</table>

For the key personnel listed below, please indicate graduate degrees that each person holds. Check all that apply for each person.

<table>
<thead>
<tr>
<th>Name</th>
<th>Master’s</th>
<th>PhD</th>
<th>MD</th>
<th>Other graduate degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>[KP#_FNAME KP#_LNAME]</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[KP#_FNAME KP#_LNAME]</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[KP#_FNAME KP#_LNAME]</td>
<td>KP#_M</td>
<td>KP#_PHD</td>
<td>KP#_MD</td>
<td>KP#_OTH</td>
</tr>
</tbody>
</table>

For the key personnel listed below, please enter the university and department where the degree indicated was earned.

<table>
<thead>
<tr>
<th>Name</th>
<th>Graduate degree</th>
<th>University</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>[KP#_FNAME KP#_LNAME]</td>
<td>[highest degree selected in table above]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[KP#_FNAME KP#_LNAME]</td>
<td>KP#_DEG_UNIV</td>
<td>KP#_DEG_DEPT</td>
<td></td>
</tr>
</tbody>
</table>

[Programmer note: Show only the “highest” graduate degree selected in previous table. The order of priority is: (1) PhD, (2) MD, (3) Master’s, (4) Other graduate degree.]
For the key personnel listed below, please enter the total years of work experience of each person.

<table>
<thead>
<tr>
<th>Name</th>
<th>Years of Work Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>[KP#_FNAME KP#_LNAME ]</td>
<td></td>
</tr>
<tr>
<td>[KP#_FNAME KP#_LNAME ]</td>
<td>KP#_WRKEXP (0-99)</td>
</tr>
</tbody>
</table>

For the key personnel listed below, please indicate the role(s) each person serves on the ATP-funded project. Check all that apply for each person.

<table>
<thead>
<tr>
<th>Name</th>
<th>Technical Role</th>
<th>Business Development Role</th>
<th>Management Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>[KP#_FNAME KP#_LNAME ]</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>[KP#_FNAME KP#_LNAME ]</td>
<td>KP#_TECHROLE</td>
<td>KP#_BUSROLE</td>
<td>KP#_MGMTROLE</td>
</tr>
</tbody>
</table>

In the table below, please indicate the full-time equivalent (FTE) time contributed to the project by these key personnel during the past reporting year.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position Title</th>
<th>FTE time on the ATP project (0.00-1.00)</th>
</tr>
</thead>
<tbody>
<tr>
<td>[KP#_FNAME KP#_LNAME ]</td>
<td>KP#_TITLE</td>
<td></td>
</tr>
<tr>
<td>[KP#_FNAME KP#_LNAME ]</td>
<td>KP#_TITLE</td>
<td>KP#_FTE (0.00-1.00)</td>
</tr>
</tbody>
</table>
Section 3: Subcontractors

Subcontractor Information
Please review the information provided for each subcontractor identified in earlier BRS reports. If the name or location of the subcontractor has changed, click on the “Edit button” to update that information. If the identity or address information for the contact person at the subcontractor has changed, the “Edit” button will allow you to update that information also. You will have the opportunity to add new subcontractors in a separate table.

<table>
<thead>
<tr>
<th>Subcontractor Organization Name</th>
<th>City</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Edit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Edit</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Programmer notes:
- If there are no old subcontractors to review, then skip to NEW_SUB on 3-3.
- Set SUB#_EDITED = 1 for each subcontractor record that was edited. The Edit pop-up window should contain the following pre-filled but editable information:

Subcontractor organization information:
- Organization name: [SUB#_ORG]
- Organization city: [SUB#_CITY]
- Organization state: [SUB#_STATE]
- Organization zip code: [SUB#_ZIP]

Subcontractor contact person information:
- First Name: [SUB#_CON_FNAME]
- Last Name: [SUB#_CON_LNAME]
- Salutation: [SUB#_CON_SALUT (Dr., Mr., Miss, Mrs., Ms.)]
- Position Title: [SUB#_CON_TITLE]
- Gender: [SUB#_CON_GNDR (Male, Female)]
- Organization Name Line 1: [SUB#_CON_ORG1]
- Organization Name Line 2: [SUB#_CON_ORG2]
- Address Line 1: [SUB#_CON_ADD1]
- Address Line 2: [SUB#_CON_ADD2]
- Address Line 3: [SUB#_CON_ADD3]
- City: [SUB#_CON_CITY]
- State: [SUB#_CON_STATE]
- Zip: [SUB#_CON_ZIP]
- Telephone: [SUB#_CON_PHONE]
- Ext.: [SUB#_CON_EXT]
- E-mail: [SUB#_CON_EMAIL]
Please indicate the total disbursements in the past project year for each subcontractor identified in earlier BRS reports.

<table>
<thead>
<tr>
<th>Subcontractor Organization Name</th>
<th>City</th>
<th>State</th>
<th>Total disbursements in the past project year to this subcontractor (dollar amount)</th>
<th>Dollar units</th>
</tr>
</thead>
</table>
| SUB#_ORG                       | SUB#_CITY | SUB#_STATE | SUB#_PAST1_AMT | Thousands= 1
Millions =2 |

<table>
<thead>
<tr>
<th>SUB#_ORG</th>
<th>SUB#_CITY</th>
<th>SUB#_STATE</th>
<th>SUB#_PAST1_AMT</th>
<th>SUB#_PAST1_AMT_UNIT</th>
</tr>
</thead>
</table>
NEW_SUB
Does your company have any new subcontractors for the ATP project?

<table>
<thead>
<tr>
<th>Yes .....................1</th>
</tr>
</thead>
<tbody>
<tr>
<td>No.......................2</td>
</tr>
</tbody>
</table>
Programming note: the remainder of Section 3 only applies if NEW_SUB = 1 (Yes). If NEW_SUB =2, skip to Section 4.

In the table below, please identify new subcontractors working for your company on the ATP-funded project.

<table>
<thead>
<tr>
<th>Subcontractor Organization Name</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SUB#_ORG</strong> SUB#_CITY SUB#_STATE SUB#_ZIP</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.
[Fill out for each new subcontractor listed]

**SUB#_ORGTYPE (REQUIRED VARIABLE)**
The subcontractor [SUB#_ORG] is a: (Check one)
- For-profit business .................................1
- University ...............................................2
- Government laboratory ..........................3
- Non-profit organization .........................4
- Other type of organization .....................5

**SUB#_EMPLOY**
How many total employees does this subcontractor have?
- Fewer than 10 ......................................1
- 10 to 99 ...............................................2
- 100 to 499 ...........................................3
- 500 or more .........................................4

Please provide information for the person at [SUB#_ORG] responsible for carrying out the work on the subcontract.

- **SUB#_CON_FNAME** First Name
- **SUB#_CON_LNAME** Last Name
- **SUB#_CON_SALUT** [Drop down box with following options: Dr., Mr., Miss, Mrs., Ms.]
- **SUB#_CON_TITLE** Position Title
- **SUB#_CON_GNDR** Gender Male____ Female ______
- **SUB#_CON_ORG1** Organization Name Line 1
- **SUB#_CON_ORG2** Organization Name Line 2
- **SUB#_CON_ADD1** Address Line 1
- **SUB#_CON_ADD2** Address Line 2
- **SUB#_CON_ADD3** Address Line 3
- **SUB#_CON_CITY** City
- **SUB#_CON_STATE** State
- **SUB#_CON_ZIP** Zip
- **SUB#_CON_PHONE** Telephone
- **SUB#_CON_EXT** Ext.
- **SUB#_CON_EMAIL** E-mail
SUB#_PRIOR
Has your company worked with this subcontractor before (i.e., prior to the current ATP project)?
   Yes .................. 1
   No .................. 2

SUB#_PRIORYRS (1-99)
If yes, how many years of experience has your company had working with this subcontractor?
   ____ Years

SUB#_AMOUNT (0.00-999.99)
What is the total amount of this subcontract for the ATP project?
   $__________
   Thousands ............... 1
   Millions ................. 2

SUB#_PAST1_AMT
What were the total disbursements in the past project year to this subcontractor?
   $__________
   Thousands ............... 1
   Millions ................. 2

Does the work performed by this subcontractor on the ATP project involve:

<table>
<thead>
<tr>
<th>SUB#_RD</th>
<th>Collaborative R&amp;D?</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUB#_EQUIP</td>
<td>Design and delivery of specialized equipment?</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>SUB#_MAT</td>
<td>Provision of specialized materials?</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>SUB#_TEST</td>
<td>Testing or laboratory services?</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>SUB#_OTH</td>
<td>Other</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>SUB#_OS</td>
<td>Please specify:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SUB#_DESC 
Please briefly describe the subcontract work, and indicate why this subcontractor was selected to perform the work.
Section 4: Company Characteristics

Background Information

Company Developments

Consider the past reporting year [PY_START] to [PY_END].

Have any of the following significant events occurred at your company during the past reporting year? (Please check all that apply.)

- Change in company top management
- Change in strategic direction of the company
- Change in company ownership
- Company re-structuring
- Company merger/acquisition activity
- Financial difficulty and/or downsizing
- Other, please specify: _______________
- None of the above

Please provide descriptive information for your company [COMP_NAME]

COMP_FORM (REQUIRED VARIABLE)
Is your company [COMP_NAME] a:

- Sole proprietorship? .........................................................1
- Partnership? .................................................................2
- Limited liability company (LLC)? ..................................3
- Corporation? .................................................................4

COMP_MULTI_ESTAB
Does your company currently have more than one business location?

Yes .........................1
No .........................2
[If COMP_FORM = Corporation]

COMP_PUB
Is your company [COMP_NAME] a public company (i.e., company stock is publicly traded)?

Yes ..............................1
No................................2

COMP_PUB_TICKER
If yes, please provide the stock ticker symbol for your company:
_____ Stock ticker symbol

[If COMP_FORM ≠ Corporation, then set COMP_PUB = No]
Employment Information

Please provide employment information for your company [COMP_NAME].

COMP_EMPLOY (0-999,999)
Including full-time and part-time employees, how many employees did your company have at the end of the last calendar quarter?
_______ Total employees

COMP_EMPLOY_RD (0-999,999)
Including full-time and part-time employees, how many employees at your company worked in R&D at the end of the last calendar quarter?
______ R&D employees
Financial Information

Please provide the following financial information for your company [COMP_NAME] from your last fiscal year financial report.

COMP_FISCALYR
What was the closing date for your last fiscal year reporting period?
_____Month/Day/Year (Month: 1-12, Day: 1-31, Year: 2000-2005)

COMP_REVENUE (0.00-999.99)
Including all sources of revenue (e.g., sales, licensing, research contracts, grants, etc.), what were total company revenues for the last fiscal year?
$__________

COMP_REVENUE_UNITS
Thousands .......1
Millions ...........2
Billions ............3

COMP_RD (0.00-999.99)
What were total R&D expenditures at your company for the last fiscal year?
$__________

COMP_RD_UNITS
Thousands .......1
Millions ...........2
Billions ............3
[If COMP_PUB = No]

Please provide additional financial information for your company [COMP_NAME] from your last fiscal year financial report.

**Income Statement**
- If applicable, please report negative numbers using a minus sign rather than parentheses.
- Only the following line items may be reported as negative numbers:
  - Sales
  - Income Before Taxes
  - Net Income

Amounts are reported in:
<table>
<thead>
<tr>
<th>Units</th>
<th>1</th>
<th>2</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thousands</td>
<td>Millions</td>
<td>Billions</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Amount</th>
<th>INCOME_STATE_UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMP_SAL Sales</td>
<td>$_____</td>
<td>(-999.9999-999.9999)</td>
</tr>
<tr>
<td>COMP_OTHREV Other revenue</td>
<td>$_____</td>
<td>(0.0000-999.9999)</td>
</tr>
<tr>
<td>COMP_COS Expenses</td>
<td>$_____</td>
<td>(0.0000-999.9999)</td>
</tr>
<tr>
<td>COMP_OI Income Before Taxes</td>
<td>$_____</td>
<td>(-999.9999-999.9999)</td>
</tr>
<tr>
<td>COMP_NI Net Income</td>
<td>$_____</td>
<td>(-999.9999-999.9999)</td>
</tr>
</tbody>
</table>

**Balance Sheet**
- If applicable, please report negative numbers using a minus sign rather than parentheses. Only Owner’s Equity may be reported as a negative number.
- Please note that Total Assets should equal Total Liabilities + Owner’s Equity.

Amounts are reported in:
<table>
<thead>
<tr>
<th>Units</th>
<th>1</th>
<th>2</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thousands</td>
<td>Millions</td>
<td>Billions</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Amount</th>
<th>BALANCE_STATE_UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMP_ASSET_CURR Current assets</td>
<td>$_____</td>
<td>(0.0000-999.9999)</td>
</tr>
<tr>
<td>COMP_ASSET_LT Long-term assets</td>
<td>$_____</td>
<td>(0.0000-999.9999)</td>
</tr>
<tr>
<td>COMP_ASSET Total Assets</td>
<td>$_____</td>
<td>(0.0000-999.9999)</td>
</tr>
<tr>
<td>COMP_LIAB_CURR Current liabilities</td>
<td>$_____</td>
<td>(0.0000-999.9999)</td>
</tr>
<tr>
<td>COMP_LIAB_LT Long-term liabilities</td>
<td>$_____</td>
<td>(0.0000-999.9999)</td>
</tr>
<tr>
<td>COMP_LIAB Total Liabilities</td>
<td>$_____</td>
<td>(0.0000-999.9999)</td>
</tr>
<tr>
<td>COMP_EQUITY Owners’ Equity</td>
<td>$_____</td>
<td>(-999.9999-999.9999)</td>
</tr>
</tbody>
</table>
Investment Information

**EQUITY SEEK**
Since the start of the project, did your company seek equity investment from individual investors (i.e., angel investors), venture capital, or other companies?

- Yes ...............1
- No................2

**EQUITY RECEIVE**
Since the start of the project, did your company receive equity investment from individual investors (i.e., angel investors), venture capital, or other companies?

- Yes ...............1
- No................2
### Investment Information

The past reporting year covers the project period [PY_START] to [PY_END].

**INV_INDIV**

During the past reporting year, did your company receive equity investment from individual investors (i.e., “angel” investors)?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

**INV_INDIV_AMT** (0.00-999.99)

If yes, how much equity investment did your company receive from individual investors?

<table>
<thead>
<tr>
<th>$__________ Thousands</th>
<th>INV_INDIV_UNITS Millions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

**INV_VC**

During the past reporting year, did your company receive equity investment from venture capital?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

**INV_VC_AMT** (0.00-999.99)

If yes, how much equity investment did your company receive from venture capital?

<table>
<thead>
<tr>
<th>$__________ Thousands</th>
<th>INV_VC_UNITS Millions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

**INV_CORP**

During the past reporting year, did your company receive equity investment from other companies?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>

**INV_CORP_AMT** (0.00-999.99)

If yes, how much equity investment did your company receive from other companies?

<table>
<thead>
<tr>
<th>$__________ Thousands</th>
<th>INV_CORP_UNITS Millions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
</tr>
</tbody>
</table>
R&D Characteristics of Your Company

You reported that your company’s total R&D expenditures for the fiscal year were: [COMP_RD][COMP_RD_UNITS].

<table>
<thead>
<tr>
<th>If COMP_RD &gt; 0</th>
</tr>
</thead>
<tbody>
<tr>
<td>What percent of your company’s R&amp;D expenditures last fiscal year was devoted to:</td>
</tr>
<tr>
<td>Basic Research</td>
</tr>
<tr>
<td>Applied Research</td>
</tr>
<tr>
<td>Product Development</td>
</tr>
<tr>
<td>SUM = 100%</td>
</tr>
</tbody>
</table>

**Programmer note:** If the values for the above 3 variables do not sum to 100%, the user should get an error message

COMP_RD_LT (0-100)
What percent of your company’s R&D expenditures last fiscal year was devoted to projects with a duration of three years or more?

_____ %

COMP_RD_EXT (0-100)
What percent of your company’s R&D expenditures last fiscal year was funded from external resources (e.g., government sources, other companies)?

_____ %

If COMP_RD_EXT > 0:
Of your company’s externally funded R&D expenditures last fiscal year, what percent was from:

<table>
<thead>
<tr>
<th></th>
<th>_____%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal government</td>
<td>COMP_RD_FED (0-100)</td>
</tr>
<tr>
<td>State and local government</td>
<td>COMP_RD_STATE (0-100)</td>
</tr>
<tr>
<td>Other companies</td>
<td>COMP_RD_CORP (0-100)</td>
</tr>
<tr>
<td>Other external sources</td>
<td>COMP_RD_OTH (0-100)</td>
</tr>
<tr>
<td>SUM = 100%</td>
<td></td>
</tr>
</tbody>
</table>

**Programmer note:** If the values for the above 4 variables do not sum to 100%, the user should get an error message
[If COMP_EMPLOY < 500]

The past reporting year covers the project period [PY_START] to [PY_END].

**COMP_SBIR**

During the past reporting year, did your company receive any new funding awards from a federal government SBIR program?

- Yes ...............1
- No.................2

If yes, specify agency: __________  COMP_SBIR_SPEC

During the past reporting year, did your company receive any assistance for R&D or business development through:

- A state or local government program  COMP_LOCALPROG
- A university program  COMP_UNIVPROG
- A technology or business incubator  COMP_INCUBATOR

(Please check all that apply.)
[If COMP_MULTI_ESTAB = Yes]

R&D Characteristics of Your Location

Since your company has more than one business location, please answer the following questions with respect to your own specific location.

**ESTAB_TYPE**
Is your business location dedicated exclusively to R&D (i.e., your business location performs only R&D, and no other functions such as manufacturing, sales, etc.)?

Yes ..............................1
No.................................2

**ESTAB_RD (0.00-999.99)**
What were total R&D expenditures at your business location for the last fiscal year?

$ __________

Thousands .......1 
Millions ..........2 
Billions..........3

**ESTAB_EMPLOY (0-99,999)**
At the end of the last calendar quarter, how many employees worked at your business location?

____ Employees

**ESTAB_EMPLOY_RD (0-99,999)**
At the end of the last calendar quarter, how many employees worked **in R&D** at your business location?

____ R&D employees
Section 5: Research Effort

ATP Project

Please provide information for the past reporting year [PY_START] to [PY_END].

During the past reporting year, how much has your company spent on the ATP project under the Cooperative Agreement?

PROJ_EXPEND_OWN (0.00-999.99)
Actual project expenditure from own sources:
$__________
Thousands ......1
Millions ........2
PROJ_EXPEND_OWN_UNITS

PROJ_EXPEND_ATP (0.00-999.99)
Actual project expenditure from ATP sources:
$__________
Thousands ......1
Millions ........2
PROJ_EXPEND_ATP_UNITS

PROJ_ADD_RD
During the past reporting year, did your company incur additional R&D expenditures related to the ATP project (beyond the Cooperative Agreement)?
Yes ..............................1
No.................................2

If Yes:
PROJ_ADD_AMT (0.00-999.99)
How much did your company spend on additional R&D expenditures related to the ATP project (beyond the Cooperative Agreement)?

Additional project-related R&D expenditure:
$__________
Thousands ......1
Millions ........2
PROJ_ADD_AMT_UNITS
Line of Research

The specific line of research represented by your ATP project was described as follows in a previous ATP report:

Pre-fill LOR_DESC from previous report

For the next few items, please consider your company’s R&D expenditure in this line of research, aside from ATP project and related R&D expenses.

Please provide information for the past reporting year [PY_START] to [PY_END].

LOR_PAST1_RD (0.00-999.99)
During the past reporting year, how much R&D expenditure did your company devote to this line of research, excluding the ATP-funded project? (Your best estimate is fine. Please include expenditures from both internal and external sources of funding.)

$__________ Thousands......1
Millions........2 LOR_PAST1_RD_UNITS
[If LOR_PAST1_RD > 0]

LOR_PAST1_RD_EXT (0-100)
In the past reporting year, what percent of the R&D expenditure for this line of research (excluding the ATP project) was funded from external sources outside your company (e.g., government sources, other companies)?
_____%  Percent of R&D funded from external sources
Excluding the ATP project, please indicate the sources of external funding for this line of research during the past reporting year.

In the past reporting year, has your company receive funding from any of the following sources?

**LOR_FED, LOR_FED_SPEC**
Federal government programs
- Yes .......................1
- No........................2
- Don’t Know ............-7

If Yes:
Specify agency and program:
______________________
______________________

**LOR_LOCAL**
State and local government programs
- Yes .......................1
- No........................2
- Don’t Know ............-7

**LOR_OTH**
Other companies
- Yes .......................1
- No........................2
- Don’t Know ............-7
Section 6: Project Management

Project Progress

CHANGE.Goals
During the past reporting year, did the project team make significant changes to the previously agreed upon project goals and milestones?
Yes ...............1
No ...............2

<table>
<thead>
<tr>
<th>IF CHANGE.Goals = 1 (Yes):</th>
</tr>
</thead>
<tbody>
<tr>
<td>GOALS.AMBIT</td>
</tr>
<tr>
<td>Relative to the previously agreed upon goals and milestones, how ambitious would you say are the goals and milestones as currently conceived?</td>
</tr>
<tr>
<td>Much less ambitious</td>
</tr>
<tr>
<td>1-----------------2---------3-------------4---------5----------------6-------------7</td>
</tr>
</tbody>
</table>

PROJ_PROGRESS
How satisfied are you with progress and achievements to date on your project?
Very satisfied ...............................................5
Satisfied ....................................................4
Neither satisfied nor dissatisfied ..................3
Dissatisfied ..................................................2
Very dissatisfied ...........................................1

PROJ_SCHEDULE
Are you ahead, behind, or on-track with project milestones and goals?
Well ahead ....................................................5
Somewhat ahead .............................................4
On-track .......................................................3
Somewhat behind ............................................2
Well behind ...................................................1
**Project Communication**

**JV_MEETINGS (0-99)**

During the past reporting year, how many project review meetings were held where all partners in the JV were represented?

___ Number of meetings

**JV_JOINTWORK (0-999)**

During the past reporting year, how much staff time, in person-days, did your company devote to carrying out joint work on project tasks with staff from your JV partners?

___ Number of person-days

**JV_COMMUNICATION**

During the past reporting year, how frequently did staff from your company communicate by telephone, email, or video-conference with staff from your JV partners?

- Several times a week .............5
- Weekly ..................................4
- Biweekly ...............................3
- Monthly ...............................2
- Quarterly ..............................1
**Business Planning**

Think about your management and business planning for your ATP-funded technology during the past year. We want to know about the frequency of meetings between your technical and business staff. For each issue select the choice that best describes the frequency of such meetings over the past year.

<table>
<thead>
<tr>
<th></th>
<th>More than once a week</th>
<th>Several times a month</th>
<th>About once a month</th>
<th>Several times a year</th>
<th>Once or twice a year</th>
<th>Less often than once a year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RESPLAN</strong>&lt;br&gt;Research planning</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>RESPROGRESS</strong>&lt;br&gt;Research progress and milestones</td>
<td>6</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td><strong>COMMSTRATEGY</strong>&lt;br&gt;Commercialization strategy</td>
<td>6</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td><strong>COMPET_ACTIV</strong>&lt;br&gt;Competitors’ technical and commercial activities</td>
<td>6</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>
Section 7: Research Outputs

The following section concerns the research output that may have been generated from your company’s ATP-funded technology. The section is divided into five parts: presentations, publications, patent applications, issued patents, and project awards. You will be asked to provide the following information for each subsection:

**Presentations:**
Date of presentation
Title of presentation
Name of meeting or conference
Location of meeting or conference (city, state, country)
Approximate attendance
Author names

**Publications:**
Date of paper
Title of paper
Status of paper (unpublished, submitted for publication, accepted for publication)
Name of journal of publication where paper was submitted or published (if applicable)
Volume, issue, page numbers (if published)
Author names

**Patent applications:**
Application number
Application date
Application title
Status of application (pending, issued, abandoned, denied)
Assignee name
Type of application
Inventor names

**Patents issued:**
Patent number
Issue date
Patent title
Assignee name
Inventor names

**Project awards:**
Title of award
Year of award
Awarding organization
Type of award (scientific/technical, business/industry)
**Presentations**

We are interested in conference or meeting presentations where your company has publicly disseminated information about your ATP-funded project.

Please review the information provided for each presentation identified in earlier BRS reports. If the date, title, conference name or author list of the presentation is incorrect, click on the “Edit button” to correct that information. You will have the opportunity to add new presentations in a separate table.

<table>
<thead>
<tr>
<th>Date of Presentation (MM/YYY)</th>
<th>Title of Presentation</th>
<th>Name of Meeting or Conference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Edit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Edit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CP#_DATE</td>
<td>CP#_TTL</td>
<td>CP#_CONF</td>
</tr>
</tbody>
</table>

**Programmer notes:**

- If there are no presentations for the respondent to review, skip to the table on page 7-3
- Set CP#_EDITED = 1 for each presentation record that was edited. The Edit pop-up window should contain the following pre-filled but editable information:

  **Presentation information:**
  - Date of Presentation (MM/YYYY): [CP#_DATE]
  - Title of Presentation: [CP#_TTL]
  - Name of Meeting or Conference: [CP#_CONF]
  - Authors: [Author Table]
In the table below, please provide information about any previously unreported presentations regarding the ATP project made by staff of your company.

<table>
<thead>
<tr>
<th>Date of Presentation (MM/YYYY)</th>
<th>Title of Presentation</th>
<th>Name of Meeting or Conference</th>
<th>Delete Entry</th>
</tr>
</thead>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.
Please provide the requested information for the following presentation:

Date of Presentation: [CP#_DATE]
Title of Presentation: [CP#_TTL]
Meeting or Conference: [CP#_CONF]

Where was the meeting or conference held?

- City: _______________________
- State: _______________________ 
- Country: _____________________

Approximately how many people attended this presentation?

- 1-24 persons………1
- 25-99 persons…….2
- 100+ persons…….3

Please enter all author names on the presentation in the table below:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CP#_FN</td>
<td>CP#_LN</td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.
Papers and Publications

We are interested in papers and publications authored by staff of your company that publicly disseminates information and results from your ATP-funded project.

Please update the status the information provided for each paper/publication identified in earlier BRS reports.

If the date, title, or author list of the paper/publication is incorrect, click on the “Edit button” to correct that information. You will have the opportunity to add previously unreported papers/publications in a separate table.

<table>
<thead>
<tr>
<th>Date of Paper (MM/YYY)</th>
<th>Title of Paper</th>
<th>Status of paper</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edit</td>
<td></td>
<td>Unpublished paper........1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Submitted for publication......2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Accepted for publication........3</td>
</tr>
</tbody>
</table>

Programmer notes:
- If there are no publications for the respondent to review, skip to the table on page 7-6
- For every record with a changed status, please loop through the appropriate set of items listing on the following pages (e.g., unpublished papers get the items on page 7-7).
- Set PP#_EDITED = 1 for each paper/publication record that was edited. The Edit pop-up window should contain the following pre-filled but editable information:

  **Paper/Publication information:**
  Date of Paper (MM/YYYY): [PP#_DATE]
  Title of Paper: [PP#_TTL]
  Authors: [Author Table]
In the table below, please indicate previously unreported ATP-related papers authored by staff of your company.

<table>
<thead>
<tr>
<th>Date of Paper (MM/YYYY)</th>
<th>Title of Paper</th>
<th>Status of Paper</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Unpublished paper……………1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Submitted for publication……..2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Accepted for publication……..3</td>
</tr>
</tbody>
</table>

**Add/Update**

Press ‘Add/Update’ button to add another row, or to update table.

**Programming note:** If there are no new publications and no old publications with a change in status, then skip to the patent application subsection.
[PROGRAMMER NOTE: PLEASE LOOP THROUGH THE FOLLOWING ITEMS FOR EACH PUBLICATION LISTED AS “UNPUBLISHED”]

Please provide the requested information for the following paper:
Title of Paper: [PP#_TTL]
Date of Paper: [PP#_DATE]

Please enter all author names for the paper in the table below:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.

[Programmer note: Pre-fill author names if available from an old record (i.e., the records on page 7-5)]
Please provide the requested information for the following paper:
Title of Paper: [PP#_TTL]
Date of Paper: [PP#_DATE]

PP#_PUB Name of journal or publication submitted to: ______________________

Please enter all author names for the paper in the table below:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Delete Entry</th>
</tr>
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<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PP#_FN</td>
<td>PP#_LN</td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.

[Programmer note: Pre-fill author names if available from an old record (i.e., the records on page 7-5)]
[PROGRAMMER NOTE: PLEASE LOOP THROUGH THE FOLLOWING ITEMS FOR EACH PUBLICATION LISTED AS “ACCEPTED FOR PUBLICATION”]

Please provide the requested information for the following paper:
Title of Paper: [PP#_TTL]
Date of Paper: [PP#_DATE]

PP#_PUB  Name of journal or publication: ______________________

Please provide additional citation information, if known:

PP#_VOL  Volume number: ______________
PP#_ISSUE Issue number: ______________
PP#_PGS  Page numbers: ______________

Please enter all author names for the paper in the table below:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>PP#_FN</td>
<td>PP#_LN</td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.

[Programmer note: Pre-fill author names if available from an old record (i.e., the records on page 7-5)]
**Patent Applications**

Please update the status the information provided for each patent application identified in earlier BRS reports.

If the application number, date, title, or inventor name list of the patent application is incorrect, click on the “Edit button” to correct that information. You will have the opportunity to add previously unreported patent applications in a separate table.

<table>
<thead>
<tr>
<th>Application Number</th>
<th>Application Date</th>
<th>Application Title</th>
<th>Status of Application</th>
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<tbody>
<tr>
<td>Edit</td>
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<td></td>
<td>Pending……..1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Issued........3</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Abandoned…2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Denied.........9</td>
</tr>
<tr>
<td>Edit</td>
<td></td>
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<td>Edit</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PA#_APN</td>
<td>PA#_APD</td>
<td>PA#_TTL</td>
<td>PA#_STATUS</td>
</tr>
</tbody>
</table>

**Programmer notes:**
- Programming note: If there are no old patent applications to review, then skip to the table on 7-11.
- For every record with a status change to “Issued” prefill that record in the Patents Issued table on page 7-13.

Programmer note: Set PA#_EDITED = 1 for each patent application record that was edited. The Edit pop-up window should contain the following pre-filled but editable information:

**Patent application information:**

- Application Number: [PA#_APN]
- Application Date: [PA#_APD]
- Application Title: [PA#_TTL]
- Inventors: [Inventor name table]
In the table below, please indicate previously unreported ATP-related patent applications authored by staff of your company.

<table>
<thead>
<tr>
<th>Application Number</th>
<th>Application Date</th>
<th>Application Title</th>
<th>Status of Application</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Pending……1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Issued………3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Abandoned……2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Denied………9</td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.

Programming note: If there are no new patent applications and no old patent applications with a change in status, then skip to the patents issued subsection.
[PROGRAMMER NOTE: PLEASE LOOP THROUGH THE FOLLOWING ITEMS FOR EACH NEW PATENT APPLICATION]

Please provide additional information for the following patent application:
Application Number: [PA#_APN]
Application Date: [PA#_APD]
Application Title: [PA#_TTL]

PA#_AN
Please indicate the Assignee Name for this patent application: _____________________

PA#_TYPE
Please indicate the type of patent application:
US patent application……………1
Patent Cooperation Treaty,…………….2
Foreign patent application,…………….3
please specify country PA#_TYPE_OS

PA#_STATUS
What is the current status of this patent application filed by your company.
Pending……………1
Issued………….….3
Abandoned……….2
Denied…………….9

Please enter all inventor names for the patent application in the table below:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PA#_FN</td>
<td>PA#_LN</td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.
Patents Issued

Please update the status the information provided for each issued patent identified in earlier BRS reports.

If the patent number, issue date, title, or inventor name list of the issued patent is incorrect, click on the “Edit button” to correct that information. You will have the opportunity to add previously unreported issued patents in a separate table.

<table>
<thead>
<tr>
<th>Patent Number</th>
<th>Issue Date</th>
<th>Patent Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

PI#_PN  PI#_ISD  PI#_TTL

Programmer notes:

- Pre-fill with NIST records and where PA#_STATUS = “Issued” from the patent application subsection.
- Programming note: If there are no old issued patents to review and no new patent applications with a status=issued, then skip to the table on 7-14.
- Set PI#_EDITED = 1 for each patent record that was edited. The Edit pop-up window should contain the following pre-filled but editable information:

  **Patent information:**
  
  Patent Number: [PI#_PN]
  Issue Date: [PI#_ISD]
  Patent Title: [PI#_TTL]
  Inventors: [Inventor name table]
Programmer note: pre-fill with records where PA#_STATUS = “Issued” from the patent application subsection.
Only two types of records should appear in this table:
- Newly reported patent applications with a status of “issued”
- Previously reported patent applications with a change in status to “issued”

You have previously indicated that the patent applications listed below have resulted in issued patents. Please indicate the patent number, issue date, and patent title for each of these records.

<table>
<thead>
<tr>
<th>Application Number</th>
<th>Application Title</th>
<th>Patent Number</th>
<th>Issue Date</th>
<th>Patent Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PA#_APN</td>
<td>PA#_TTL</td>
<td>PI#_PN</td>
<td>PI#_ISD</td>
<td>PI#_TTL</td>
</tr>
</tbody>
</table>
[PROGRAMMER NOTE: PLEASE LOOP THROUGH THE FOLLOWING ITEMS FOR EACH PATENT LISTED IN THE TABLE ON PAGE 7-14. If there are no patent applications that have become issued patents, then skip to table on page 7-16.]

Please provide the requested information for the following issued patent:
Patent Number: [PI#_PN]
Issue Date: [PI#_ISD]
Patent Title: [PI#_TTL]

Please enter all inventor names for the issued patent in the following table:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>PI#_LN</td>
<td>PI#_FN</td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.

PI#_AN
What is the Assignee Name for this patent? _____________________
In the table below, please indicate previously unreported issued patents resulting from the ATP-funded project.

<table>
<thead>
<tr>
<th>Patent Number</th>
<th>Issue Date</th>
<th>Patent Title</th>
<th>Delete Entry</th>
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</thead>
<tbody>
<tr>
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<td></td>
</tr>
<tr>
<td>PI#_PN</td>
<td>PI#_ISD</td>
<td>PI#_TTL</td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.
Please provide the requested information for the following issued patent:
Patent Number: \[\text{PI}## \_\text{PN}\]
Issue Date: \[\text{PI}## \_\text{ISD}\]
Patent Title: \[\text{PI}## \_\text{TTL}\]

Please enter all inventor names for the issued patent in the following table:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

\[\text{PI}## \_\text{LN} \quad \text{PI}## \_\text{FN}\]

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.

\[\text{PI}## \_\text{AN}\]
What is the Assignee Name for this patent? _____________________
### Project-related Awards

The titles and award dates of project-related awards that were identified on previous BRS reports are listed in the table below. Please review the information for accuracy.

You will have an opportunity to add the titles and award dates of new awards in a separate table.

<table>
<thead>
<tr>
<th>Title of Award</th>
<th>Year of Award</th>
<th>Awarding Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edit</td>
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</tr>
<tr>
<td>Edit</td>
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<td></td>
</tr>
<tr>
<td>Edit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AWD#_TTL</td>
<td>AWD#_YR</td>
<td>AWD#_ORG</td>
</tr>
</tbody>
</table>

**Programming notes:**

- If there are no project awards for the respondent to review, skip to page 7-19 (PROJ_AWDS_NEW)
- Set AWD#_EDITED = 1 for each award record that was edited. The Edit pop-up window should contain the following pre-filled but editable information:

  **Project Award Information:**
  
  - Title of Award: [AWD#_TTL]
  - Year of Award: [AWD#_YR]
  - Awarding Organization: [AWD#_ORG]
**PROJ_AWDS_NEW**
During the past reporting year, did your company or project team members receive any previously unreported scientific or industry awards related to your ATP project?
Yes……1
No……2

**If PROJ_AWDS_NEW = Yes:**

Please enter information about any new ATP project-related awards.

<table>
<thead>
<tr>
<th>Title of Award</th>
<th>Year of Award</th>
<th>Awarding Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AWD#_TTL</td>
<td>AWD#_YR</td>
<td>AWD#_ORG</td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.

Please indicate the type of award your company or project team members received:

<table>
<thead>
<tr>
<th>Title of Award</th>
<th>Year of Award</th>
<th>Type of Award</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Scientific/Technical achievement………1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Business/Industry achievement………2</td>
</tr>
<tr>
<td></td>
<td></td>
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</tr>
<tr>
<td>AWD#_TTL</td>
<td>AWD#_YR</td>
<td>AWD#_TYPE</td>
</tr>
</tbody>
</table>
Section 8: Technology Commercialization

Commercialization Characteristics

The table below presents the line(s) of business at your company that your project technology will serve as they were reported on a previous BRS report. Please delete any outdated line(s) of business.

<table>
<thead>
<tr>
<th>Name of line of business</th>
<th>Approximately what percent of your company’s revenues are from this line of business?</th>
<th>Approximately what percent of your company’s R&amp;D expenditures are devoted to this line of business?</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>[LOB#_NAME]</td>
<td>LOB#_REV (0-100)</td>
<td>LOB#_RD (0-100)</td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to update table.

In the table below, please list any previously unreported line(s) of business at your company that your project technology will serve.

<table>
<thead>
<tr>
<th>Name of line of business</th>
<th>Approximately what percent of your company’s revenues are from this line of business?</th>
<th>Approximately what percent of your company’s R&amp;D expenditures are devoted to this line of business?</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td>[LOB#_NAME]</td>
<td>LOB#_REV (0-100)</td>
<td>LOB#_RD (0-100)</td>
<td></td>
</tr>
</tbody>
</table>

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.
## Commercialization Plans

With commercialization of your ATP-funded technology, do you expect your company to carry-out.....

<table>
<thead>
<tr>
<th></th>
<th>Yes .................. 1</th>
<th>No .................. 2</th>
<th>Don’t Know ........ -7</th>
<th>Not Applicable.... -8</th>
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</thead>
<tbody>
<tr>
<td><strong>PROD_DEVEL</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Product development?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PROD_MANU</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Manufacturing?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PROD_MARKETING</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marketing/Sales?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PROD_DISTRIB</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Distribution?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Commercialization Effort**

Please indicate the status of your collaboration plans and strategic partnership activities in each of the following commercialization areas for your ATP-funded technology.

<table>
<thead>
<tr>
<th>Strategic collaboration activity</th>
<th>No collaboration planned</th>
<th>Collaboration planned, but no contacts established</th>
<th>Initial contacts</th>
<th>Follow-on discussions</th>
<th>Substantive negotiations</th>
<th>Actual commitments</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLAN_RES Research</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PLAN_DEVEL Product development</td>
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<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
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<tr>
<td>PLAN_MANU Manufacturing</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
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<tr>
<td>PLAN_TEST Product testing</td>
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<tr>
<td>PLAN_MARKET Marketing/Sales</td>
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<td>1</td>
<td>2</td>
<td>5</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>PLAN_DIST Distribution</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>PLAN_OTH Other</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
</tr>
</tbody>
</table>

**COMM_CUSTOMERS**
Is your company actively pursuing customers for market applications from your ATP project technology? (Please consider both internal business unit customers and external customers.)

Yes ..............................1
No.................................2

**[If COMM_CUSTOMERS=Yes]**
How would you characterize the current status of your company’s efforts to identify customers for market applications from your ATP project technology? (Check all that apply.)

- Initial contacts          CUST_IC
- Follow-on discussions     CUST_DISS
- Substantive negotiations  CUST_NEG
- Actual commitments        CUST_COMMIT
Financial Returns

Please indicate whether your company has received revenues or cost savings from a product or process that incorporates your ATP project technology.

Consider the past project year [PY_START] to [PY_END].

During the past project year, has your company earned revenues from a product that incorporates your ATP project technology from any of the following sources?
(Please check all that apply):
- Sales of goods and services that incorporate ATP-funded technology? REV_GOODS
- Sale of ATP-funded technology? REV_ATPSALE
- Provision of technical R&D services based on capabilities developed during your ATP project? REV_SERVICES

[If REV_GOODS =1 (CHECKED)]

REV_PROD_AMT (0.00-999.99)
How much in revenues did your company earn from this product?
$__________ Thousands....................1 REV_PROD_AMT_UNITS
Millions....................2

REV_PROD_AMT_WO_ATP
Without ATP funding, how much in revenues do you think your company would have earned from this product?
More...........................................3
About the same .....................2
Less ............................................1
None...........................................0
[If REV_ATPSALE =1 (CHECKED)]

REV_ATPSALE_AMT (0.00-999.99)
How much in did your company earn from the sale of the ATP-funded technology?
$__________ 
Thousands ..................1 
Millions ....................2 

SAV_PROC
During the past project year, did your company realize any cost savings from a new or improved production process that incorporates your ATP project technology?
Yes .....................1 
No.......................2 

[If SAV_PROC=1 (Yes)]

SAV_PROC_AMT (0.00-999.99)
How much in cost savings did your company realize?
$__________ 
Thousands ..................1 
Millions ....................2 

SAVE_PROC_AMT_WO_ATP
Without ATP funding, how much in cost savings do you think your company would have realized from whatever R&D your company might have pursued instead?
More..................................3 
About the same ......................2 
Less ....................................1 
None....................................0 

Did these cost savings come from (please check all that apply):
__ New features? 
__ Implementation of production processes that incorporate ATP-funded technology?
The names and locations of licensors of your company’s ATP project technology that were identified on previous BRS reports are listed in the table below. Please review the information for accuracy.

You will have an opportunity to add the names and locations of new licensors in a separate table.

<table>
<thead>
<tr>
<th></th>
<th>Licensor Name</th>
<th>City</th>
<th>State</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edit</td>
<td>LIC#_NAME</td>
<td>LIC#_CITY</td>
<td>LIC#_STATE</td>
<td>LIC#_COUNTRY</td>
</tr>
<tr>
<td>Edit</td>
<td>LIC#_NAME</td>
<td>LIC#_CITY</td>
<td>LIC#_STATE</td>
<td>LIC#_COUNTRY</td>
</tr>
<tr>
<td>Edit</td>
<td>LIC#_NAME</td>
<td>LIC#_CITY</td>
<td>LIC#_STATE</td>
<td>LIC#_COUNTRY</td>
</tr>
</tbody>
</table>

**Programming notes:**
- If there are no licenses for the respondent to review, skip to page 8-7 (COMM_LICENSE_NEW)
- Set LIC#_EDITED = 1 for each license record that was edited. The Edit pop-up window should contain the following pre-filled but editable information:

  **Project Award Information:**
  - Licensor Name: [LIC#_NAME]
  - City: [LIC#_CITY]
  - State: [LIC#_STATE]
  - Country: [LIC#_COUNTRY]
COMM_LICENSE_NEW
During the past project year, did your company establish any previously unreported agreements to license your ATP project technology to others?
Yes ......................... 1
No ........................... 2

[If COMM_LICENSE_NEW = 1 (YES)]
Please identify any new licensors of your ATP-funded technology.

<table>
<thead>
<tr>
<th>Licensor Name</th>
<th>City</th>
<th>State</th>
<th>Country</th>
<th>Type of License</th>
<th>Delete Entry</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Exclusive....</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Non-exclusive</td>
</tr>
</tbody>
</table>

LIC#_NAME  LIC#_CITY  LIC#_STATE  LIC#_COUNTRY  LIC#_TYPE

Add/Update
Press ‘Add/Update’ button to add another row, or to update table.
**ROY_LIC**
During the past project year, did your company receive any royalties from licensing of technology from your ATP project?
- Yes ...........................................1
- No ..........................................2

**[If ROY_LIC=1 (Yes)]**

**ROY_LIC_AMT (0.00-999.99)**
How much in royalties did your company receive?
- $ __________ Thousands .........................1
- Millions ........................................2

**ROY_LIC_AMT_WO_ATP**
Without ATP funding, how much in royalties do you think your company would have received from licensing of technology from whatever R&D your company might have pursued instead?
- More ..............................................3
- About the same .................................2
- Less ...............................................1
- None .............................................0
REV_OTHER
During the past project year, did your company receive any other revenue as a result of your ATP project (e.g., joint development revenues, contract research revenues)?
Yes ................................1
No ..................................2

[If REV_OTHER=1 (Yes)]
REV_OTHER_AMT (0.00-999.99)
How much other revenue did your company receive?
$__________

Thousands ......................1
Millions .......................2

REV_OTH_AMT_WO_ATP
Without ATP funding, how much of this other revenue do you think your company would have received from whatever R&D your company might have pursued instead?
More ..................................................3
About the same ...........................2
Less ..................................................1
None ...............................................0

REV_OTHER_DESC
Please describe the nature of these other revenues.
__________________________________
__________________________________
__________________________________
Section 9: Future BRS Reports

BRS Contact Person

The BRS Contact Person for your company will receive future emails and notifications regarding upcoming or active BRS reports. Please select from the table below which member of your staff you would like to designate to be the BRS Contact Person.

[INSERT KEY PERSONNEL TABLE WITH “ADD A NEW NAME OPTION”]

If TCON, BCON, or ACON selected, pre-fill all available information:

Please verify the following contact information for [selected name]:

RCON_FNAME  First Name
RCON_LNAME  Last Name
RCON_SALUT  [Drop down box with following options: Dr., Mr., Miss, Mrs.]
RCON_TITLE  Position Title
RCON_GNDR  Gender  Male____  Female ______
RCON_ORG1  Organization Name Line 1
RCON_ORG2  Organization Name Line 2
RCON_ADD1  Street Address Line 1  (no PO Box addresses, please)
RCON_ADD2  Street Address Line 2:
RCON_ADD3  Street Address Line 3
RCON_CITY  City
RCON_STATE  State
RCON_ZIP  Zip
RCON_PHONE  Telephone
RCON_EXT  Ext.
RCON_FAX  Fax
RCON_EMAIL  E-mail
If old name that is not TCON, BCON, OR ACON selected (pre-fill all available information):

Please provide the following contact information for [selected name]:
- **RCON_FNAME**: First Name
- **RCON_LNAME**: Last Name
- **RCON_SALUT**: [Drop down box with following options: Dr., Mr., Miss, Mrs.]
- **RCON_TITLE**: Position Title
- **RCON_GNDR**: Gender  Male____  Female ______
- **RCON_ORG1**: Organization Name Line 1
- **RCON_ORG2**: Organization Name Line 2
- **RCON_ADD1**: Street Address Line 1 *(no PO Box addresses, please)*
- **RCON_ADD2**: Street Address Line 2:
- **RCON_ADD3**: Street Address Line 3
- **RCON_CITY**: City
- **RCON_STATE**: State
- **RCON_ZIP**: Zip
- **RCON_PHONE**: Telephone
- **RCON_EXT**: Ext.
- **RCON_FAX**: Fax
- **RCON_EMAIL**: E-mail

If “ADD A NEW NAME selected:
Please provide the following contact information for the BRS Contact Person:
- **RCON_FNAME**: First Name
- **RCON_LNAME**: Last Name
- **RCON_SALUT**: [Drop down box with following options: Dr., Mr., Miss, Mrs.]
- **RCON_TITLE**: Position Title
- **RCON_GNDR**: Gender  Male____  Female ______
- **RCON_ORG1**: Organization Name Line 1
- **RCON_ORG2**: Organization Name Line 2
- **RCON_ADD1**: Street Address Line 1 *(no PO Box addresses, please)*
- **RCON_ADD2**: Street Address Line 2:
- **RCON_ADD3**: Street Address Line 3
- **RCON_CITY**: City
- **RCON_STATE**: State
- **RCON_ZIP**: Zip
- **RCON_PHONE**: Telephone
- **RCON_EXT**: Ext.
- **RCON_FAX**: Fax
- **RCON_EMAIL**: E-mail
Comments

We are very interested in your reactions to this Annual Report. Below are a few questions which will assist us in improving the report for future administrations.

DIFF_NAV
How difficult or easy was it to navigate through the report?
  Very difficult..........................5
  Somewhat difficult......................4
  Neither difficult or easy..............3
  Somewhat easy..........................2
  Very easy ................................1

NUM_CONSULTED
How many people did you consult to answer questions on the report?

__________

REPORT LIKED
Was there anything you particularly liked about this web-based report? If so, please tell us.

__________________________________
__________________________________
__________________________________
__________________________________

REPORT IMPROVE
Are there any improvements that you would like to recommend? If so, please tell.

__________________________________
__________________________________
__________________________________
__________________________________