

## **INSTRUCTIONS FOR PREPARATION OF RICE RESEARCH REPORTS 2005 PROJECTS**

**REPORT DEADLINE.** Monday, December 12, 2005, is the deadline for receipt of Comprehensive Rice Research reports. All reports must be submitted electronically to Jim Hill at the following email address: [jehill@ucdavis.edu](mailto:jehill@ucdavis.edu) .

**REPORT SUBMISSION.** Please use the format and sections shown on the attached Annual Report example. Documents prepared using Word or WordPerfect are acceptable . Please note parenthetical instructions on the example.

**SPECIAL INSTRUCTIONS** Special attention should be given to your “Concise General Summary of Current Year’s Research” because this is the basis for the RRB’s **Annual Report to the Growers**. The quality of that report affects prospects for future funding. The summary should be concerned with the results accomplished and need not repeat the objectives and the activities which are covered earlier in the detailed report. Please write the summary in a style directed to rice growers, not researchers.

Publications from your work on RRB-funded projects will be listed in their **Annual Report to the Growers**. In the section “Publications and Reports” of your report, please list the publications in which the paper appeared.

## **INSTRUCTIONS FOR PREPARATION OF RICE RESEARCH REPORTS 2005 PROJECTS**

**TYPING INSTRUCTIONS.** For text body, use Times New Roman, 12 point; for headers and footers, use Times New Roman, 10 point, using the headers below as a guide.

Include the “Project No. \_\_\_\_” as a header on each page in the upper right corner. Top margin should be 0.50 inch and left and right margins should be 1 inch. The bottom margin should be 1.25 inches. Type single spaced. **Figures and tables must fit within these margins.** Do not number the pages.

**We are striving for uniformity, so please follow the above instructions.** If you have any questions about format, contact Jim Hill at 530-752-3458 ([jehill@ucdavis.edu](mailto:jehill@ucdavis.edu)) or Janice Corner at (530) 752-7091 ([jecorner@ucdavis.edu](mailto:jecorner@ucdavis.edu)).

**REPORT HEADERS.**

PROJECT NO. \_\_\_\_

ANNUAL REPORT  
COMPREHENSIVE RESEARCH ON RICE  
January 1, 2005 - December 31, 2005

PROJECT TITLE:

PROJECT LEADER (include address):

PRINCIPAL UC INVESTIGATORS (include departmental affiliation):

COOPERATORS:

LEVEL OF 2005 FUNDING:

OBJECTIVES AND EXPERIMENTS CONDUCTED , BY LOCATION, TO  
ACCOMPLISH OBJECTIVES:

SUMMARY OF 2005 RESEARCH (major accomplishments ), BY OBJECTIVE:

PUBLICATIONS OR REPORTS:

CONCISE GENERAL SUMMARY OF CURRENT YEAR ' S RESULTS:

**OBJECTIVES, CRITERIA AND SCHEDULE  
UC, CSU AND USDA RICE RESEARCH  
FUNDED BY THE CALIFORNIA RICE RESEARCH BOARD**

**OBJECTIVES.** The California Rice Research Board operates under jurisdiction of the California Marketing Act, Section 58892. One objective of the program is to support applied and basic research programs conducted by qualified academics in the UC system. The Board has established priorities for University rice research in the general areas of improving productivity, enhancing product and co-product marketability, and building technical competencies. This call also includes USDA rice research proposals.

**CRITERIA FOR PROPOSAL EVALUATION.** All proposals submitted by University academics are evaluated by a University of California Rice Research Advisory Committee (UCRRAC) which provides evaluation and comment to the Rice Research Board. Evaluation criteria include how well the proposal meets the needs of the industry, its technical merits, likelihood of adoption, and whether it duplicates other projects. The Rice Research Board makes final funding decisions based on written proposals, oral reports from principal investigators, and the UCRRAC input.

**2005-2006 SCHEDULE OF REQUIRED PROPOSALS, REPORTS AND PRESENTATIONS**

**NOTE TO CURRENT PROJECT LEADERS.** Please hold the date for your 2005 report. If you have a conflict, please contact Jim Hill, RRB Liaison at (530) 752-3458.

Dates and locations for 2005 oral progress reports of current projects to committees (details to follow) are:

- |   |                         |                         |
|---|-------------------------|-------------------------|
| • Culture and Utilization Committee       | 11/28/05                | PES 3001                |
| • Genetics Committee                      | 11/30/05                | Rice Experiment Station |
| • Pest Management Committee               | 12/01/05                | PES 3001                |
| • All New Proposals Due                   | 12/12/05                |                         |
| • Written Reports of Current Projects Due | 12/12/05                |                         |
| • Research Advisory Committee Mtg.        | 01/11/06                | PES 2004                |
| • New Proposal Presentations to RRB       | 02/09/06                | PES 3001                |
| • Final Funding Decisions                 | March 2006              |                         |
| • Award Letters Sent to PIs               | April 2006              |                         |
| • Funds Deposited in PIs Accounts         | Approximately May, 2006 |                         |

10/20/05