

**AMERICAN OVERSEAS RESEARCH CENTERS
(AORC)**

CFDA NUMBER: 84.274A

*IEPS REPORTING SYSTEM PROPOSED
SCREENS*

Program: AORC Institution: Project: Award #: Project Director: World Area:	Grant Start Date: Grant End Date: Final Report Due Date: Amount: \$0	Current Report Information Start Date: End Date: Due Date: Submit Date: Amount:
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Please change your password to something other than your award number.

Update Password

To change your password, enter your current password and the new password. Enter the new password again to confirm. Then click "Update."

Current password:

New password:

Confirm password:

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International Education Programs Service
 U.S. Department of Education
 Office of Postsecondary Education
 1990 K Street, N.W., Washington, DC 20006-8521
 Phone: (202) 502-7700

Program: AORC Institution: Project: Award #: Project Director: World Area:	Grant Start Date: Grant End Date: Final Report Due Date: Amount: \$0	Current Report Information Start Date: End Date: Due Date: Submit Date: Amount:
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Project Information

Review and edit the project information and contact information for the project director. If you need to change the name or email of your project director, contact your program officer for instructions. Enter your abstract and select the languages, disciplines, countries, and subject areas relevant to your project.

* Required fields

Name:

Title:

Street: *

Street 2:

City: *

State: District of Columbia

Postal code:

Phone: *

Fax:

Email:

Web address:

Home institution:

Project title: *

World area: * South Asia

Program officer: ()

■ Abstract

Cut and paste your abstract from your application into the box below.

(Limit 4,000 characters and spaces)

*

■ **Subject Areas** *

Please select no more than 15 items.

(for multiple selections, hold down "ctrl" or "apple" key and click.)

Select all that apply

Area Studies

Assessment and Testing

Collaboration

Dissemination

Dissertation Research

Distance Learning

Evaluation

Foreign Language Across The Curriculum

Foreign Language Programs (Domestic)

Foreign Language Programs (Overseas)

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Additional Users

To add a user with permission to edit reports for this project, click the add a user button. The system will email login information to each added user. The user will have access to all functionalities in IRIS except report submission which is restricted to the Project Director. If a user is no longer associated with the project, the Project Director must remove that user from IRIS. IEPS staff may not add or delete users from IRIS.

To update a user, click the Update link under Action

To remove a user, click the Delete link under Action

Action	Name	Email	Title
Update Delete			

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Add a User

* Required fields

User name: *

First name Last name

Email: *

Title * Select one

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International Travel Approval Request

Create a Travel Approval Request (TAR) for each grant-funded participant who is traveling from the U.S.

- To add a TAR, click the "Add a Travel Approval Request" button.
- Your TARs are listed below.
- To view or edit a TAR, click "Update."
- To remove a TAR, click "Delete."
- After entering a TAR, click the "Submit to IEPS" button at the bottom of the page to submit it to IEPS.
- IRIS will notify your program officer by email when the TAR is submitted.
- Once the TAR is approved or disapproved, IRIS will send you an email with additional information from your program officer.
- Once the TAR has been approved by IEPS, it can be updated and resubmitted to IEPS for your program officer to reapprove.
- Note: If no grant funding was used to support travel from the U.S., do not create a TAR.

The TAR must be submitted to IEPS at least 30 days prior to the traveler's departure.

Action	Name(s)	Status	Submitted Date	Approval Date	FY Funds	Travel Dates	Country	Purpose
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International Travel Approval Request - Submit 30 days in advance of travel

Submit a Travel Approval Request (TAR) for each person traveling to or from the U.S., to participate in project related activities. A TAR is required if grant funds are supporting any cost associated with the travel, e.g., per diem, air fare, ground transportation.

*** Required fields**

Participant name: *

Type of participant: *

Select one

Required for Student selection: Did the Program Officer approve the Student's Overseas Program Request? Yes No

Purpose of travel: *

Select one

Travel Justification: * (limit 2,000 characters)

Provide travel justification that is directly related to the approved project scope. Indicate whether this funding was in the approved budget.

Discipline / Field:

Select

Country(ies): *

Select one

Select one

Select one

Select one

Select one

Title VI AORC funds expended for travel: * \$ Max \$1,000

Which FY funds are being used: * 2007

Explanation of Title VI AORC funds expended: (limit 2,000 characters)

Provide a detailed itemization of Title VI AORC funds to be expended, e.g., lodging, per diem, travel.

Departure date: *

(mm/dd/yyyy)

Return date: * (mm/dd/yyyy)

Comments: (limit 1,000 characters)

■ Participant's Departure Itinerary (Required for international travel)
Please include connecting flights.

Departure Date (mm/dd/yyyy)	From City	From State or Country	Arrival Date (mm/dd/yyyy)	To City	To State or Country	Airline and Flight Number
--------------------------------	-----------	--------------------------	------------------------------	---------	---------------------	------------------------------

■ Participant's Return Itinerary

Departure Date (mm/dd/yyyy)	From City	From State or Country	Arrival Date (mm/dd/yyyy)	To City	To State or Country	Airline and Flight Number
--------------------------------	-----------	--------------------------	------------------------------	---------	---------------------	------------------------------

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Report Schedule

Information on the reports for this grant are displayed below.

- To begin entering your report, click the "Enter Report Information" button below or click a button on the menu bar. You may also click a link in the Report Status column to go directly to a screen.
- To view or submit a report, click the "View / Submit Report" button.
- After viewing the report, project directors may click the "Submit Report" button to submit it to IEPS.
- To begin entering your report data now, click the "Select Report" option for your fall report and click the "Enter Report Information" button.
- You may also [view reports from previous grants](#) for your program, institution, and world area.

This column lists the screens for each report. Links are only available for the current report.

Select Report	Report Type	FY	Due Date	Begin Date	End Date	Amount	Submit Date	Report Status
	Spring Year 1 (Narratives/Budget)	2007	04/01/2008	10/01/2007	03/01/2008	\$60,511		Current Report Screens for this report Objectives and Accomplishments Collaboration Activities Adjustments to Project Exemplary Activities Evaluation Priorities Budget
	Fall Year 1 (Report Data/Budget)	2007	11/30/2008	10/01/2007	09/30/2008	\$0		Center Information Center Contacts Researcher Profiles Center Activities/Services Publications Sources of U.S. Funding Budget
	Spring Year 2 (Narratives/Budget)	2008	04/01/2009	10/01/2008	03/01/2009	\$77,504		Objectives and Accomplishments Collaboration Activities Adjustments to Project Exemplary Activities Evaluation Priorities Budget

	Fall Year 2 (Report Data/Budget)	2008	11/30/2009	10/01/2008	09/30/2009	\$0		Center Information Center Contacts Researcher Profiles Center Activities/Services Publications Sources of U.S. Funding Budget
	Spring Year 3 (Narratives/Budget)	2009	04/01/2010	10/01/2009	03/01/2010	\$77,504		Objectives and Accomplishments Collaboration Activities Adjustments to Project Exemplary Activities Evaluation Priorities Budget
	Fall Year 3 (Report Data/Budget)	2009	11/30/2010	10/01/2009	09/30/2010	\$0		Center Information Center Contacts Researcher Profiles Center Activities/Services Publications Sources of U.S. Funding Budget
	Final Year 4 (Narratives/Budget/Report Data)	2010	12/29/2011	10/01/2010	09/30/2011	\$0		Objectives and Accomplishments Collaboration Activities Adjustments to Project Exemplary Activities Center Information Evaluation Priorities Center Contacts Researcher Profiles Center Activities/Services Publications Sources of U.S. Funding Budget

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Time Extension

Section 74.25 of the Education Department General Administrative Regulations (EDGAR) allows a grantee to notify IEPS about the necessity to extend the end of a grant for up to 12 months. The time extension allows you to complete an activity that you were unable to complete before the scheduled end date of your grant. If you need a time extension, you must notify your program officer in writing at least 10 days before the end date of the grant.

*Please provide a justification for the one-time time extension.

Comments: (limit 1,500 characters and spaces)

*Enter the amount of funds to be used during the time extension

\$

*Enter the revised end date for your project. When the project end date is extended, the due date for the submission of your final performance report will change. The final performance report will be due 90 days after the revised end date.

Example: 01/01/1900

Please note: According to EDGAR 74.25(e)(2)(ii) a time extension may not be exercised merely for the purpose of using unobligated balances.

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Narratives: Objectives and Accomplishments Collaboration Activities Adjustments to Project Exemplary Activities Evaluation Priorities						

Objectives and Accomplishments

Describe each of the objectives of the project and the progress made towards those objectives during the current reporting period.

Required field

(limit 5,000 characters and spaces)

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 Narratives: [Objectives and Accomplishments](#) | [Collaboration Activities](#) | [Adjustments to Project](#) | [Exemplary Activities](#) | [Evaluation](#) | [Priorities](#)

Collaboration Activities

Describe collaboration activities conducted with other Title VI or Fulbright-Hays program grantees during the current reporting period. Elaborate on the purpose of the activity, the impact on the constituents, and why it was an effective collaboration.

Required field

(limit 4,000 characters and spaces)

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Narratives:	Objectives and Accomplishments	Collaboration Activities	Adjustments to Project	Exemplary Activities	Evaluation	Priorities
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Adjustments to Project

For any planned activity that was scheduled to take place during the current reporting period but did not, explain the circumstances. Indicate whether you still plan to conduct the activity and when; or, specify the amount of funds to be reprogrammed, the activities to be conducted, and when.

Required field

(limit 5,000 characters and spaces)

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Narratives:	Objectives and Accomplishments	Collaboration Activities	Adjustments to Project	Exemplary Activities	Evaluation	Priorities
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Exemplary Activities

Describe project activities that showcase the grantee's success in meeting its project objectives in a particularly effective way during the current reporting period and that you would recommend for replication or dissemination because of their content and impact.

Required field

(limit 5,000 characters and spaces)

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 Narratives: [Objectives and Accomplishments](#) | [Collaboration Activities](#) | [Adjustments to Project](#) | [Exemplary Activities](#) | [Evaluation](#) | [Priorities](#)

Evaluation

Describe project-related evaluation activities that have taken place during the current reporting period.

Required field

(limit 5,000 characters and spaces)

Please upload any evaluation or assessment reports regarding your grant activities. (You may upload up to 2 documents.)

no file selected

no file selected

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Priorities

Describe any activities that took place during the current reporting period which address the announced priorities of the program. Indicate if grant funds were used to support the activities. To view a list of the announced priorities, click [here](#).

Required field

(limit 4,000 characters and spaces)

AORC Priorities for 2007 - 2010

Invitational Priority 1

Projects that propose to establish new or to maintain existing overseas immersion language study programs to enhance advanced language training to students, faculty, and postgraduate researchers.

Invitational Priority 2

Applications that propose to establish new or to maintain existing centers in countries where the following critical languages are spoken: Arabic, Chinese, Japanese, Korean, and Russian, as well as the Indic, Iranian, and Turkic language families.

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Spring Budget

For each category, enter the amount of Title VI AORC funds expended during the current reporting period. Report on expenditures from 10/01/2007 through 03/01/2008. Totals will be automatically calculated.

* Required fields

Budget Category	Title VI AORC Funds Spent in the Current Reporting Period
Personnel	\$
Fringe Benefits	\$
Travel	\$
Equipment	\$
Supplies	\$
Contractual	\$
Other	\$
Fall / Final	\$
Total Direct Costs	\$
Total Indirect Costs (may not exceed 8% of direct costs)	\$
Total Budget	\$

Comments: (limit 1,000 characters and spaces)

Budget attachment: * Excel spreadsheet only. Attach a spreadsheet with the proposed budget for the next one year budget period. Your project file must be formatted for letter-size paper prior to upload.

(Note: The file must have a .xls extension and may not contain any of the following characters: - : / \ * ? " < > |).

no file selected

(Click the "Browse..." button to attach an electronic copy of the project budget. When prompted, locate and select the budget file. Only one spreadsheet may be attached to this report. Uploading a document replaces the document previously attached.)

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Fall Budget

For each category, enter the amount of Title VI AORC funds expended during the current reporting period. Report on expenditures from 03/01/2008 through 09/30/2008. Totals will be automatically calculated. "Matching funds" refers to the mandated cost sharing stipulated in the authorizing legislation. The matching funds should be no less than 50% of the total cost of the project. Budget numbers submitted on your spring report may be updated here. This will not change what was submitted on your spring report.

Budget Category	Title VI AORC Funds Reported on the Spring Report	Matching Funds Reported on the Spring Report	Title VI AORC Funds Spent in the Spring Reporting Period (10/01/2007-03/01/2008)	Matching Funds Spent in the Spring Reporting Period	Title VI AORC Funds Spent in the Current Reporting Period (03/01/2008-09/30/2008)	Matching Funds Spent in the Current Reporting Period	Total Title VI AORC Funds Spent	Total Matching Funds
Personnel	\$0	\$0	\$	\$	\$	\$	\$	\$
Fringe Benefits	\$0	\$0	\$	\$	\$	\$	\$	\$
Travel	\$0	\$0	\$	\$	\$	\$	\$	\$
Equipment	\$0	\$0	\$	\$	\$	\$	\$	\$
Supplies	\$0	\$0	\$	\$	\$	\$	\$	\$
Contractual	\$0	\$0	\$	\$	\$	\$	\$	\$
Other	\$0	\$0	\$	\$	\$	\$	\$	\$
Total Direct Costs	\$0	\$0	\$	\$	\$	\$	\$	\$
Total Indirect Costs (May not exceed 8% of direct costs)	\$0	\$0	\$	\$	\$	\$	\$	\$
Training Stipends	\$0	\$0	\$	\$	\$	\$	\$	\$
Total Budget	\$0	\$0	\$ %	\$ %	\$ %	\$ %	\$ %	\$ %
Carryover							\$	

Comments: (limit 1,000 characters and spaces)

Budget attachment: * Excel spreadsheet only. Attach a spreadsheet with the final budget expenditures for the just completed budget period. Your project file must be formatted for letter-size paper prior to upload.

(Note: The file must have a .xls extension and may not contain any of the following characters: - : / \ * ? " < > |).

no file selected

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Spring Budget

For each category, enter the amount of Title VI AORC funds and matching funds expended during the current reporting period. Report on expenditures from 10/01/2008 through 03/01/2009. Totals and percentages will be automatically calculated. "Matching funds" refers to the mandated cost sharing stipulated in the authorizing legislation. The matching funds should be no less than 50% of the total cost of the project.

Amount carried over from previous fiscal year:	\$
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Budget Category	Title VI AORC Funds Spent in the Current Reporting Period	Matching Funds Spent in the Current Reporting Period
Personnel	\$	\$
Fringe Benefits	\$	\$
Travel	\$	\$
Equipment	\$	\$
Supplies	\$	\$
Contractual	\$	\$
Other	\$	\$
Total Direct Costs	\$	\$
Total Indirect Costs (May not exceed 8% of direct costs)	\$	\$
Training Stipends	\$	\$
Total Budget	\$ %	\$ %
Amount of carryover Expended	\$	
Total funds expended	\$	
Amount to be carried over to next year	\$	

Comments: (limit 1,000 characters and spaces)

Budget attachment: * Excel spreadsheet only. Attach a spreadsheet with the proposed budget for the next one year budget period. Your project file must be formatted for letter-size paper prior to upload.

(Note: The file must have a .xls extension and may not contain any of the following characters: - : / \ * ? " < > |).

no file selected

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Final Budget

For each category, enter the amount of Title VI AORC funds expended during the current reporting period. Report on expenditures from 10/01/2010 through 09/30/2011. Totals will be automatically calculated.

* Required fields

Budget Category	Title VI AORC Funds Spent in the Current Reporting Period
Personnel	\$
Fringe Benefits	\$
Travel	\$
Equipment	\$
Supplies	\$
Contractual	\$
Other	\$
Fall / Final	\$
Total Direct Costs	\$
Total Indirect Costs (may not exceed 8% of direct costs)	\$
Total Budget	\$

Comments: (limit 1,000 characters and spaces)

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(Note: The file must have a .xls extension and may not contain any of the following characters: - : / \ * ? " < > |).

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Award #:	Amount: \$0	Due Date:
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World Area:		Amount:

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Report Screens:

Center Information	Center Contacts	Researcher Profiles	Center Activities/Services	Publications	Sources of U.S. Funding
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Center Information

Select the institutional members, countries, and languages that are relevant to the Center.

* Required fields

Center Members

Institution(s):

(Any institutions already selected are displayed first.)

- * Select all that apply
- Abilene Christian University
 - Abraham Baldwin Agricultural College
 - Adams State College
 - Adelphi University
 - Adler School of Professional Psychology
 - Adrian College
 - Agnes Scott College
 - Aims Community College
 - Air Force Institute of Technology
 - Alamo Community College District Central Office
 - Albany State University
 - Albertson College of Idaho
 - Albion College
 - Albright College
 - Albuquerque Technical Vocational Institute

(For multiple selections, hold down the "ctrl" or "apple" key and click)

Other:

(limit 500 characters and spaces)

Countries

Primary:

* Select one

(Any countries already selected are displayed first.)

Additional country(ies):

- Select all that apply
- Afghanistan
 - Albania
 - Algeria
 - American Samoa
 - Andorra
 - Angola
 - Anguilla
 - Antigua and Barbuda

Select all that apply

- Afghanistan
- Albania
- Algeria
- American Samoa
- Andorra
- Angola
- Anguilla
- Antigua and Barbuda
- Argentina
- Armenia

(for multiple selections, hold down the "ctrl" or "apple" key and click)

■ Languages

Primary:

Select one

(Any languages already selected are displayed first.)

Additional language(s):

Select all that apply

- Abron
- Achinese (Achenese)
- Acholi
- Afar
- Afrikaans
- Aja-Gbe
- Akan
- Akkadian
- Albanian
- Allemannisch
- Alsatian
- Alur
- Amharic
- Anang
- Anyin

(for multiple selections, hold down the "ctrl" or "apple" key and click)

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U.S. Department of Education
Office of Postsecondary Education
1990 K Street, N.W., Washington, DC 20006-8521
Phone: (202) 502-7700

Program: AORC Institution: Project: Award #: Project Director: World Area:	Grant Start Date: Grant End Date: Final Report Due Date: Amount: \$0	Current Report Information Start Date: End Date: Due Date: Submit Date: Amount:
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Project Info	Add User	Travel Requests	Select, View, Submit Reports	Narratives	Budget	Report Data
Report Screens:	Center Information	Center Contacts	Researcher Profiles	Center Activities/Services	Publications	Sources of U.S. Funding

Center Contact Information

Enter the contact information for the U.S.-based office and for the overseas Center.

*** Required fields**

Center name: *

Email: *

Web site:

U.S. Contact Information

Street: *

City: *

State: * Select one

Zip code: *

Phone: *

Fax:

Overseas Contact Information

Street: *

City: *

Region:

Country: * Select one

Postal code:

Phone: *

Fax:

Comments: (limit 1,000 characters and spaces)

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Researcher Profiles

Create a record for each U.S. researcher, visiting U.S. scholar, or U.S. faculty member assisted by the Center during the current reporting period. Below is a list of the researchers. To view or edit a record, click "Update." To remove a record, click "Delete."

Action	Name	U.S. Institution
--------	------	------------------

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Researcher Profiles

Enter the following information for each U.S. researcher, visiting U.S. scholar, or U.S. faculty member assisted by the Center during the current reporting period.

*** Required fields**

Researcher name: *

First name Last name

Researcher type: * Select one

Academic status: * Select one

Discipline(s): Select one

Select one

U.S. institution or affiliation: * Select one

Other:
(If institution is not in the dropdown)

Overseas activity or research: *
(limit 2,000 characters and spaces)

Program: AORC Institution: Project: Award #: Project Director: World Area:	Grant Start Date: Grant End Date: Final Report Due Date: Amount: \$0	Current Report Information Start Date: End Date: Due Date: Submit Date: Amount:
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Center Activities and Facilitative Services

For the current reporting period, indicate the number of U.S. administrators, U.S. faculty members, U.S. researchers, and visiting U.S. scholars who attended the activities or received the services listed below. Also, enter information based on your Center-administered customer satisfaction survey. The percentage is automatically calculated.

* Required fields

Language Program:

Conferences:

Cultural events (Art Exhibits, Museum Tours, Etc.):

Guided Tours Related to Research Project:

Lectures and seminars:

Archives/Libraries:

Lodging:

Information Technology - Computer, Internet, telephone:

Research:

Travel:

Customer Satisfaction Survey

The data below is based on feedback from your center administered survey.

How many scholars completed the Customer Satisfaction Survey during the current reporting period? *

How many of those scholars indicated they were "Highly Satisfied" with the services the Center provided? *

Percentage of scholars who indicated they were "Highly Satisfied" with the services the Center provided: %

Attachment: Center Survey Instrument

* no file selected

Comments: (limit 1,000 characters and spaces)

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Report Screens:	Center Information	Center Contacts	Researcher Profiles	Center Activities/Services	Publications	Sources of U.S. Funding

Publications and Research Presentations

Indicate the total number of publications and presentations conducted, developed, and / or written during the current reporting period with AORC grant funds. Note that these can also be in electronic format.

Audio, video, and podcasts:

Authored books:

Assessment materials:

Book chapters:

Conference papers/presentations:

Curricula and textbooks:

Edited books:

Journal articles:

Reports/monographs:

Teaching cases:

Toolkits and instructional materials:

Working papers:

Other: (please specify)

:

:

:

Comments: (limit 2,000 characters and spaces)

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Sources of U.S. Funding

For each activity, if applicable, indicate funding received from private or public U.S. sources during the reporting period.

Center Activity	U.S. Private Source	U.S. Public Source	Total
Conferences: logistics; co-sponsorship			
Conferences: professional services fees			
Cultural events: exhibits; guided tours			
External Evaluation			
Information Technology			
Language program			
Library acquisitions; special collections			
Overseas Center: Facilities			
Overseas Center: Staff			
Publications: production and dissemination			
Total			

Program: AORC Institution: Project: Award #: Project Director: World Area:	Grant Start Date: Grant End Date: Final Report Due Date: Amount: \$0	Current Report Information Start Date: End Date: Due Date: Submit Date: Amount:
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Administrative

Reports

Project Info

Add User


Travel Requests

Select, View,
Submit Reports

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Report Data

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■ Project Identification

Project Director:
 Title:
 Address:

District of Columbia

Phone:
 Fax:
 Email:
 Web address:
 Home institution:
 Project title: AORC
 World area:
 IEPS contact:

Languages:

Countries:

Disciplines:

Subject areas:

■ Center Information

Center Members:

Countries:

Languages:

■ Center Contact Information

Name:
 Email:
 Web Address:

Comments:

Before this report can be submitted, you must return to the [Project Information](#) screen and enter: abstract, languages, countries, disciplines, and subjects areas .

There is no information entered on the following screen(s) for this report.
Click the link to return to the screen or check the "Not Applicable" box and click the "Save" button if it does not apply. Note that you cannot check "Not Applicable" for narratives, budget or other required screens.

Screen Name	Not Applicable
Collaboration Activities	
Adjustments to Project	
Exemplary Activities	
Evaluation	
Center Information	
Researcher Profiles	
Center Activities/Services	
Publications	
Sources of U.S. Funding	
Budget	

You cannot submit the report until information is entered on each of these screens or "Not applicable" is checked.

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