



Exhibit G

Format for Annual LDRD Project Summary

An Annual LDRD Project Summary consists of 6 parts as described below. The text of the summary must be single column, flush left, unjustified right margin, 12-pt Times New Roman with a 1" margin all around. The title and major section should be set in bold type. Use block paragraphs (no indentation) with a line space between each paragraph. It is preferable for the document to be prepared using Microsoft Word or in Word-compatible document format.

Please remember that the LDRD Project Summary must be cleared for release to the public. For that reason, the LDRD Project Summary must adhere to the following general guidance:

- Write descriptions that are understandable to a technically literate lay reader.
- Ensure that your summary does not contain sensitive information such as unprotected intellectual property or business confidential information of an industrial partner.
- Define abbreviated terms where they first appear in the text, and place the abbreviation in parentheses immediately after the spelled-out term, such as Laboratory Directed Research and Development (LDRD).
- Use paragraphs for the descriptive parts of your summary; do not use bulleted lists, tables, or figures. If you need to describe a series, include it in a sentence [e.g., The approach offers several unique advantages: (1) list the first advantage; (2) list the second advantage; (3) list the third advantage.]
- Do not include figures, charts, tables, or any graphics; avoid using complex mathematical equations, if possible.

- 1. Proposal Number and Title:** Use the Proposal Number assigned by the LDRD Coordinator and the full title of the original Proposal.
- 2. Authors:** List all authors using full names. Do not include affiliations.
- 3. Project Description:** Provide a general description of your project in a paragraph of about 150-200 words. Discuss the purpose of the project and its objectives or specific aims. Provide some context as to why this work is needed and what scientific or technical problem it will address.



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- 4. Relevance:** In a paragraph of about 150-200 words, describe the relevance of the project to the missions of DOE and, if applicable, other federal agencies. Identify specific program offices within DOE or the federal agency and describe how your work benefits these programs. If your LDRD funding is completed, indicate whether you have been successful in securing follow-on funding to continue this work under new sponsorship.
- 5. Results and Accomplishments:** In a paragraph of about 200-250 words, describe your results and accomplishments to date, key findings and impact of this work, and possible applications. Describe key deliverables of the work.
- 6. Publications:** List all publications derived from your LDRD project.