**IPS GRANT REPORTS**

**RECOMMENDED\* TEMPLATE** *(this structure is optional; it is simply a suggestion if/as applicable to your project)***:**

[TITLE OF PROJECT]

[NAMES OF GRANTEE AND AFFILIATION]

[NAME OF COMMITTEE THAT GRANTED THE FUNDS:

*Captive care/Research/Education/Conservation*]

1. BACKGROUND/INTRODUCTION [no more than two paragraphs]
2. PROJECT OBJECTIVES/AIMS [bullet points acceptable]
3. BRIEF OVERVIEW OF STUDY LOCATION AND METHODS IF/AS RELEVANT [no more than three paragraphs, ideally with map of study location and including a sentence or two on permissions/permits/ethics]
4. KEY RESULTS/MAIN FINDINGS OR OUTCOMES [no more than 4 paragraphs]
5. IMPLICATIONS OF PROJECT/DISCUSSION OF RESULTS
6. ACKNOWLEDGEMENTS
7. REFERENCE LIST [use sparingly as needed, i.e. keep references to a minimum; you may use numbers for in-text citation and follow reference style for *Nature* or *Science* which is a bit more succinct]

**REQUIRED FORMATTING:**

* Total length: **3 pages of single spaced A4** (including any references and figures/photos).
* Include a **maximum of three figures and/or photos**.
* Submit as **MS Word Doc (or other text editor) and not as a pdf** to Vice-president of the IPS committee that granted you the funds-see IPS website for details.