



DALHOUSIE UNIVERSITY
Ocean Tracking Network (OTN)
Records and Reports

The lead researcher at each OTN partner institution will be required to submit an annual report in April of each year (capturing activities and information from the previous fiscal year). Annual reports will be required as long as the equipment is being used, and for a minimum of five years. Reports from partner institutions will inform the main annual OTN report to be prepared and submitted by Dalhousie University to the Canada Foundation for Innovation (CFI).

Partner reports should be submitted as an e-mail attachment to OTN Headquarters (OceanTrackingNetwork@Dal.Ca). A signed copy of the report should follow by regular mail. The report should be signed by the lead investigator at the OTN partner institution.

Reporting Period: April 1, ____ to March 31, ____.

1. Project Information (during the past year)

	Date or Number	Provide other comments (if necessary)
Date of line deployment		
Date of last download		
Number of detections		
Number of species detected		
Number of active receivers		
Number of tagging projects involved		

2. Equipment Update (during the past year)

	Comments
Provide general comments on the state of the line:	
Identify any lost equipment (please list items and serial number):	
Identify any replaced equipment (list new equipment deployed since the last report):	

3. Financial Update (“in-kind” contributions of partner during the past year)

Costs incurred by the partner for the array deployment, operations, maintenance, data retrieval, etc. Please itemize:

Activity	How quantified (e.g., personnel x hours, hours of shiptime, etc.)	Cost to partner (please convert to Canadian dollars)
Deployment	Personnel: Shiptime:	
Operations	Personnel: Shiptime:	
Maintenance	Personnel: Shiptime:	
Data Retrieval	Personnel: Shiptime:	
Other in-kind contributions of partner to OTN project (please identify)		

4. Successes and Challenges (during the past year)

As a result of the OTN project:	Comments (please explain)
Note achievements (list top 3)	
Note challenges (list top 3)	
Is the equipment fully operational? If not, explain why not.	
Have researchers joined your institution? If so, how many?	
Have post-doctoral fellows (PDFs), PhDs and Masters students joined your institution? If so, how many?	
Have any technical personnel been trained to use and maintain the OTN equipment? If so, how many?	

Have there been any exchanges in researchers, students and/or project personnel? If so, how many?	
Have you attracted new funding? Please list total value of new funding in Canadian dollars.	
Have you or other researchers you collaborate with advanced your/their research? If so, how many?	
Have you entered into new collaborative research agreements? If so, how many?	
Have you produced peer reviewed publications? If so, how many?	
Have you produced other research outputs, e.g., conference presentations, books, etc.? If so, how many?	
How many citations have resulted from the above research outputs?	
Have any invention disclosures, patents, license agreements or other IP rights been filed or granted? If so, how many?	
Have any industrial products been produced or advanced? If so, how many?	
Have there been any spin-off companies? If so, how many?	
Identify the social and economic benefits related to the OTN project, e.g., public policies, new products, environmental benefits, cost savings to society, best practices, jobs created, etc. Please briefly explain.	