

Memorandum

TO: CAHNRS Faculty

FROM: Ron Mittelhammer, Dean



DATE: October 13, 2017

SUBJECT: USDA NIFA Hatch, Hatch Multi-State, McIntire-Stennis, and Animal Health and Disease Research Reporting deadline November 22, 2017

Each year we require that all faculty complete their capacity program reporting to USDA NIFA for Hatch, Hatch Multi-State, McIntire-Stennis, and Animal Health and Disease Research. This year we have two important changes to this process. These changes result from the termination of the WORQs program for annual reporting and the move to using Activity Insight's program, Digital Measures for calendar year review of accomplishments. CAHNRS administration has decided to uncouple USDA NIFA Hatch, Hatch Multi-State, McIntire-Stennis, and Animal Health and Disease Research reporting from annual review reporting now that WORQs is no longer in use.

The important changes are (1) for the first time, we ask that faculty input their annual capacity reports for federal fiscal year 2017 (October 1, 2016 to September 30, 2017) into REEport directly and (2) the deadline for this will be November 22, 2017. The REEport portal opened on October 1, 2017 for federal fiscal year 2017 annual reporting.

The REEport System is USDA's computer-based documentation and reporting system for on-going agriculture, forestry, and animal health research conducted primarily within the USDA/state agricultural experiment station system. Log in to the following NIFA Portal URL: <https://portal.nifa.usda.gov/portal/>

Any questions you might have and a REEport manual specific for WSU users can be found here: <http://cahnrs.wsu.edu/research/grant-resources/reepreport-instructions/>

We will be sending out more information about your calendar year accomplishment reporting for the annual review period of January 1, 2017 through December 31, 2017 at a later date.

Those faculty needing assistance should contact Ellen Yeates, at the COR at eyeates@wsu.edu (509-335-4563).