

Xcel Energy Renewable Development Fund – Higher Education Research Project  
 (Minnesota Energy Center / Minnesota West Community and Technical College)

January 2017

**Higher Education Research Project: Quarterly Narrative Report**

<b>A. General Project Information</b>	
1. Project Name:	
2. Name of Lead Organization:	
3. Project Number:	
4. Name and contact information for person completing this form:	
5. Submission Date:	
Check the Quarter Reporting Period:	<input type="checkbox"/> January-March <input type="checkbox"/> April-June <input type="checkbox"/> July-September <input type="checkbox"/> October-December

<b>B. Fiscal Reporting</b>
<b>7. Quarterly Financial Status Report:</b> Use spreadsheet provided to update and track financial activity

<b>C. Narrative Reporting</b>
8. Project Status <i>(Use additional sheets as appropriate)</i>  <b>General summary of grant activities:</b>  <b>Status update on research goals, objectives and activities:</b>  <b>Update on timelines:</b> <i>(Reference the Schedule and Major Milestones document)</i>  <b>Summary of applications and benefits:</b>  <b>Summaries of outreach and dissemination</b>  <b>Identify special issues or need for technical assistance</b>  <b>Describe best practices and lessons learned:</b>  <b>List potential or actual IP created:</b>