1. Acknowledgements (Must acknowledge the appropriate Harris Centre fund and its funders)

2. Executive Summary

3. Glossary and acronyms \textit{if appropriate}

4. Introduction
   4.1 Project Background
   4.2 Rationale
   4.3 Objective(s)
   4.4 Research Methodology and Approach
   5.5 Clearances (ethics, biohazard, etc.)

5. Case Study – \textit{This may contain multiple sections depending on the individual project}

6. Recommendations on how this research should be implemented either as a public policy or a potential project as well as recommendations for future research

7. Conclusion

8. References

9. Figures \textit{if appropriate}

10. Appendices \textit{if appropriate} eg. Interview guide, consent form, charts, participant evaluations, maps, etc.

Additional guidelines:
- Include page numbers in the report (at bottom of page);
- Use standardized citation formats that are typical of your area of research and please be consistent;
- Please have the report proofed before submitting it. The Harris Centre will proof for glaring typos but obviously unedited manuscripts will be returned to the researcher