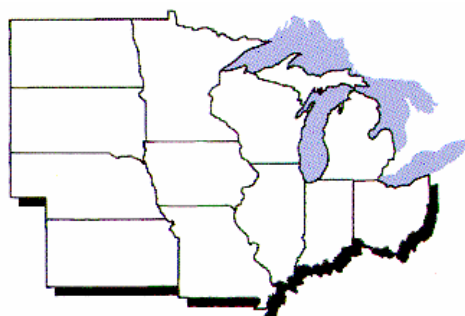


**North Central Regional Association
Of Agricultural Experiment Station Directors**

Office of the Executive Director

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November 15, 2007

Dear Administrative Advisors and Participants:

Since the third year of your projects is approaching (2008), it is time to begin the mid-term review process. This process in the NC region is quite simple; the only materials required for a mid-term review are the project's most recent/updated impact statement, the annual report (SAES-422), and the NIMSS, online review form. The impact statement should be sent to our office (chamilton@cals.wisc.edu) by November 15, 2007, the annual report is uploaded into NIMSS as usual, and the AA completes the review form found within the 'Reviews' > 'Submit a Review' menu option. If your project has not yet submitted an impact statement, now is the time to do so. Examples of impact statements from our current projects can be found at:

<http://www.wisc.edu/ncra/regionalimpactstatements.htm>

I have already assigned the Administrative Advisors as reviewers in NIMSS, so you may begin the midterm review process at any time. Please be aware that the mid-term review materials are evaluated by the NCACs and the MRC and the process is an important facet of our overall project renewal system. **All required materials for mid-term reviews are due by December 15, 2007.**

Thank you for your prompt attention to this matter as well as your continued participation in NC projects. As always, please do not hesitate to contact us if you have any questions or problems.

Best regards,

Chris Hamilton and Arlen Leholm

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