EXECUTIVE SUMMARY (one page)

1.0 Introduction
   1.1 Statement of the Management or Policy Problem
   1.2 Objectives of the Project
   1.3 Review of Relevant Literature

2.0 Methods
   2.1 Methods for Achieving Each Objective
   2.2 Timetable for the Management or Policy Study

3.0 Results
   (This section should be organized according to the objectives stated in section 1.2 above.)

4.0 Conclusions and Recommendations
   4.1 Summary of the Results and Conclusions
   4.2 Recommendations

APPENDICES