1. Research proposals reviewed by the WHC Research Committee shall be tracked by Administration. Information tracked shall include:
   a. Title of research project
   b. Researcher/Contact Person
   c. Lead Agency
   d. WHC staff involved
   e. Project Period
   f. Total funding amount available
   g. Funding available to WHC
   h. Cost to WHC of non-funded items
   i. Data reviewed by Research Committee
   j. Results from Research Committee (approved, approved with revisions, not approved)

2. An annual research report shall be created from this information and presented to the WHC Board of Directors.