

US EPA ARCHIVE DOCUMENT

Research Planning Definitions

Topic – An idea that focuses and groups similar research needs identified during problem formulation.

Project – An integrated set of research Tasks (Activities/Studies) that must be completed to produce the Products and Outputs necessary meet the partner/stakeholder needs. Each Project has a Project Lead and defined start and end dates for completing Products and Outputs as indicated by milestones. This is the level of research that may be described in a programmatic quality management plan.

Task (Activity/Study) – The discrete actions that comprise a Research Project. Each Task has a Task Lead, produces specified Products, and has a specified start and end dates. Completion of a Tasks may be a milestone. This is the level of research which is typically described in a quality assurance project plan.

Product – A deliverable that results from a specific Project or Task. This may include (not an exhaustive list) journal articles, reports, databases, test results, methods, models, publications, technical support, workshops, best practices, patents, etc. These may require translation or synthesis for inclusion as an Output.

Output – Outputs are Products (synthesized and/or translated) in the format needed by the end user. Outputs should be defined, to the extent possible, by partners/stakeholders during problem formulation and are responsive to the end user's decision context.

Example of Research Hierarchy

