

Research Enhancement Program



Sample Reporting Format

Please refer to the specific program guidelines and your award email/orientation materials for more details concerning your specific reporting requirements.

PI INFORMATION

Principal Investigator

Department

College

E-mail

Phone ext.

Type of internal grant

Project Title

For your project, please report on the following areas (either below or in a separate document):

1. Summary of research collected and how it will be used to further your goals.
2. Publications and/or pending publications.
3. Presentations or exhibitions.
4. Subsequent external grant applications and/or awards.
5. Summary of meeting with the program officer or collaborative grant writing visit.
6. Any additional recognitions or positive outcomes, such as new collaborations.

For ORGS use only

ORGS Internal ID#: _____

Date received: _____