UAB Center & Institutes (C/I) Progress Report Form FY 2024

Instructions for Use:

Completing this form: Please complete all required sections in this fillable form. This progress report includes activities and updates from FY 2024 (October 1, 2023 – September 30, 2024), as well as proposed activities for FY 2025 (October 1, 2024 – September 30, 2025). Any additional materials outside the scope of what is required by this form will not be considered.

Submitting this form: Please complete this progress report form and save it as a single PDF for submission through InfoReady. All progress reports must be submitted by 5pm central time on Friday, September 6, 2024. Additional submission instructions regarding InfoReady will be made available by August 5, 2025.

*Note: C/I websites should be up to date and include accurate information relevant to the prior and upcoming fiscal year. University-Wide Interdisciplinary Research Centers (UWIRCs) with websites that are out to date at the time of progress report submission may experience delays in funding for FY 2025.*

|  |  |
| --- | --- |
| Center or Institute Name |  |
| Director Name |  |
| Director School/College |  |
| Director Department |  |
| Associate Director Name(s) |  |
| Administrator Name |  |
| Website URL |  |

Section 1: FY 2024 goals - State at least three overarching goals that the center or institute had for FY 2024 AND how these goals were addressed (*500 characters max per goal*).

Goal 1:

Goal 2:

Goal 3:

Others:

Section 2: FY 2025 goals - State at least three overarching goals that the center or institute has for FY2025 AND how the center or institute plans to address them (*500 characters max per goal*).

Goal 1:

Goal 2:

Goal 3:

Others:

Section 3: Impact - Include a narrative summary that demonstrates the C/I impact on UAB at large, describing specific contributions to UAB’s research and scholarly enterprise and referencing topic areas below. *Be specific about projects, initiatives, and accomplishments that would not happen if not for the center or institute. Do not include figures or tables.*

*All UWIRCs are required to complete ALL sections of the progress report form. If the reporting center or institute is a school-based center or institute or exclusively provides patient care and a specific topic area in Section 3 is not relevant to the center or institute, please enter “N/A”).*

* 1. Research & Scholarship: Describe how the center or institute contributed to major scientific breakthroughs, publications, seminars/workshops, and major extramural research awards (e.g., NIH P30, P50, U01, U54, NSF STCs, ERCs, DOD/DOE/NASA and other major center or institute grants.). (*1500 characters max*)

* 1. Teaching and/or Training Programs: Describe the center or institute’s contributions to teaching and/or training, including major educational or training activities at all levels (undergrad, graduate, post-doc, faculty) and/or planned contributions to institutional teaching or training programs and/or grants (e.g., NIH T32, NIH K12, etc) beyond what already exists in current teaching or training programs. (*1000 characters max*)

* 1. Collaborative Environment: Describe the center or institute's efforts to create and sustain a collaborative environment within UAB, including specific collaborative efforts to connect with several schools/college, departments, UWIRCs, institutes, or other school/college-based centers. Include in this section any core facilities that serve the campus community while describing the usage base, available services, and any planned participation in shared instrument applications (e.g., NIH S10, NSF MRI, etc). (*1000 characters max*)

* 1. Community Engagement: Describe how the C/I engaged the UAB community at large, and/or citizens of the city, region, or state. (*1000 characters max*)

* 1. Pilot Programs: Describe the C/I’s contribution to seed funding for future major grants, including (where applicable) potential needs/awardees, partner centers, and/or eligible campus groups. Complete Table 1 for pilot programs (if applicable), including grants awarded and details regarding their impact and outcomes on major grants submissions and scientific progress (*1000 characters max*)

* 1. Faculty Recruitment/Retention: Describe the C/I’s contributions (direct financial or otherwise) to faculty recruitment/retention. (*1000 characters max*)

* 1. Philanthropy: Describe efforts to advance philanthropy for the C/I and UAB in general, including relevant donor groups that were considered. (*1000 characters max*)

* 1. Entrepreneurship: Describe the C/I’s efforts to advance entrepreneurship at UAB (e.g., patent support, UAB startup development, STTR/SBIR funding). (*1000 characters max*)

Section 4: Leadership - Describe the leadership for the center or institute in terms of center director, any associate directors, or administrator(s), highlighting any planned changes for FY 2025. (*500 characters max*)

Section 5: Membership - Describe the membership of the center or institute.

      # Faculty members

      # Schools/College represented by members (at least three schools must be represented for UWIRCs)

School 1:

School 2:

School 3:

Others:

Describe how the center or institute recruits, selects, and maintains members. (*500 characters max*)

Describe why a faculty member may be interested in membership in this center or institute and how faculty benefit from membership. (*500 characters max*)

Section 6: Budget - Complete Table 1 to show how designated funds were used during FY 2024. If funds were not spent in a category below, leave it blank—it is understood that monies may not have been spent in all categories.

a UWIRC Funds: If the center is a UWIRC, show how FY 2024 budgeted and allocated UWIRC funds from the UAB Office of Research were expended. If the center is not a UWIRC, this column should be left blank. The total UWIRC expenditures should approximate the amount of FY 24 funding the UWIRC received from the UAB Office of Research and any deviations should be documented (in the Unspent Funds row).

b School/Department/Division Support: Show how funds from the originating center or institute’s school/department/division support were expended toward the center or institute, if any.

c Additional Financial Support: Show how funds from other sources such as extramural support that directly and/or indirectly support the center or institute were expended, if any. This might include center grants, training grants, endowments, service center revenue, Blazer Fellowships and other student support, cost-shared employee time, or other key sources of support utilized to support center or institute functions.

|  |  |  |  |
| --- | --- | --- | --- |
| FY 2024 CENTER or INSTITUTEEXPENDITURES | | | |
| Table 1 | UWIRC Fund Expendituresa | School/Department/  Division Support Expendituresb | Additional Financial Support Expendituresc |
| PERSONNEL | | | |
| Director(s) |  |  |  |
| Associate Director(s) |  |  |  |
| Administrative Staff |  |  |  |
| PROGRAM & INVESTIGATOR DEVELOPMENT | | | |
| Research & Scholarship |  |  |  |
| Training Programs |  |  |  |
| Collaborative Environment |  |  |  |
| Community Engagement |  |  |  |
| Pilot Programs |  |  |  |
| Faculty Recruitment/Retention |  |  |  |
| Philanthropy |  |  |  |
| Entrepreneurship |  |  |  |
| Unused Funds |  |  |  |
| Other (specify) |  |  |  |
| Other (specify) |  |  |  |
| TOTAL |  |  |  |

FOR UWIRCs ONLY: Residual or Reserve UWIRC Funds.

* 1. Amount of residual funds:

* 1. Plan for use of funds:

* 1. Anticipated expenditure date (month, year):

Table 2. Pilot grants awarded: Please list pilot grants that have been funded directly with center or institutes funds since 2019. If the center or institute does not award pilot research funding, leave this table blank.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Pilot Award  FY | Pilot Grant Title | PI Name | Award Amount ($) | Pilot Grant Outcome(s)a |
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a Show how the pilot grant was used to support additional grant submission and outcomes (type and agency for grant, grant outcome), scientific paper(s) or progress otherwise.