**ANNUAL CENTER REPORT - FY 20XX**

NAME OF THE CENTER:

LOCATION (Building and Room Number):

DATE OF LAST FIVE YEAR REVIEW CONDUCTED:

(**Please do not make changes in the template)**

MISSION OF THE CENTER:

CONTACT INFORMATION FOR THE DIRECTOR:

Name:

Telephone:

Email Address:

Campus Address:

ADVISORY COUNCIL IF IT EXISTS, WHO ARE THE MEMBERS, NAMES AND AFFILIATION:

|  |  |
| --- | --- |
| MEMBER NAME | AFFILIATION |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

FACULTY MEMBERS ENGAGED IN CENTER ACTIVITIES INCLUDING THOSE ENGAGED IN INTER- AND MULTIDISCIPLINARY RESEARCH/PROGRAMS/ACTIVITIES AND THEIR AFFILIATION:

|  |  |  |
| --- | --- | --- |
| NAME | DEPARTMENT/COLLEGE AFFILIATION | ROLE |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

LIST OF ACTIVITIES DURING THE YEAR (Title and focus of the activity):

1.
2.
3.
4.

BRIEF OVERVIEW OF THE RESEARCH/SERVICE/EDUCATIONAL PROJECTS **UNDERWAY** **(NO MORE THAN 200 WORDS PER PROJECT**)

Project 1:

Project 2:

Project 3:

BRIEF OVERVIEW OF THE RESEARCH/SERVICE/EDUCATIONAL PROJECTS FOR **NEXT YEAR** **(NO MORE THAN 200 WORDS PER PROJECT**)

Project 1:

Project 2:

Project 3:

LIST OF GRANT PROPOSALS **SUBMITTED** TO SUPPORT THE CENTER ACTIVITIES **DURING FY 20XX**:

|  |  |
| --- | --- |
| Name of PI:  | Funding Agency: |
| Funding Amount Requested:  | Title of Project:  |
| Date Submitted:  |
| Name of PI:  | Funding Agency: |
| Funding Amount Requested:  | Title of Project:  |
| Date Submitted:  |
| Name of PI:  | Funding Agency: |
| Funding Amount Requested:  | Title of Project:  |
| Date Submitted:  |

LIST OF GRANT PROPOSALS **FUNDED** TO SUPPORT THE CENTER **ACTIVITIES DURING FY 20XX**:

|  |  |
| --- | --- |
| Name of PI:  | Funding Agency: |
| Funding Amount Awarded:  | Title of Project:  |
| Date Awarded:  |
| Name of PI:  | Funding Agency: |
| Funding Amount Awarded:  | Title of Project:  |
| Date Awarded:  |
| Name of PI:  | Funding Agency: |
| Funding Amount Awarded:  | Title of Project:  |
| Date Awarded:  |

MAJOR PROPOSALS **CURRENTLY UNDER DEVELOPMENT FOR FY 20XX+1**, FUNDING AGENCIES TARGETED, ESTIMATED DOLLAR REQUEST AND THE SUBMISSION DEADLINE:

|  |  |
| --- | --- |
| Name of PI:  | Funding Agency: |
| Funding Amount to be Requested:  | Title of Project:  |
| Target Submission Date:  |
| Name of PI:  | Funding Agency: |
| Funding Amount to be Requested:  | Title of Project:  |
| Target Submission Date:  |
| Name of PI:  | Funding Agency: |
| Funding Amount to be Requested:  | Title of Project:  |
| Target Submission Date:  |

LIST OF PUBLICATIONS CONSISTENT WITH THE MISSION OF THE CENTER BY FACULTY ENGAGED AT THE CENTER DURING THE YEAR. AUTHOR(S), TITLE, PUBLICATION, YEARS ETC.

1.
2.
3.
4.

LIST PRESENTATIONS AT NATIONAL CONFERENCES RELATED TO THE RESEARCH AT THE CENTER

1.
2.
3.
4.

THREE GOALS AND DIRECTIONS FOR THE FOLLOWING YEAR (**NO MORE THAN 200 WORDS**):

**ANNUAL CENTER FINANCIAL REPORT**

Financial report for the past year, covering budgeted amounts (identify funding sources) and expenses related to activities and salary etc. if any, the revenue generated and the source(s) of funding. The table below has a built in excel sheet to calculate the totals.