**Status Report: Institutional Development Grant (IDG)**

*Instructions on next page*

**Part I: Project Identification**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Institution | Click here to enter text. | | | | | |
| Principal Investigator(s) | Click here to enter text. | | | | | |
| Project Title | Click here to enter text. | | | | | |
| NCBC Agreement Number | Click here to enter text. |  | Award Amount Click here to enter text. | | | |
| Report Type *(Check one)* | Interim |  | Final | | | |
| Report Period | FROM Click here to enter text. | | |  | TO Click here to enter text. | |
| Other Sources of Funding | Click here to enter text. | | | | |
| and Amount | $ Click here to enter text. | |  | | |

|  |
| --- |
| *Provide a brief description of the project; see instructions. Text will be limited to the space provided.* |
| Click here to enter text. |

**Part II: Public Information Summary**

**Part III: Technical Report** *Attach a separate document or documents that includes project summary information for each item. See instructions on next page for details.*

|  |  |
| --- | --- |
|  | CHECKLIST |
| A. Technical Description |  |  |
| B. Additional Research and Funding |  |  |
| C. Abstracts of Theses |  |  |
| D. Publication Citations |  |  |
| E. Collaborators |  |  |
| F. Inventions, Patents filed, other IP steps |  |  |
| G. Other (optional) |  |  |

**Part IV: Signatures**

|  |  |  |
| --- | --- | --- |
| Principal Investigator Signature |  | Date |
| Authorized Institution Signature |  | Date |

FOR BIOTECHNOLOGY CENTER USE ONLY:

|  |  |  |
| --- | --- | --- |
| Accepted by |  | Date |
| Scanned to GIFTS |  | Date |

### Instructions for Technical Status Report: Institutional Development Grant

All final Project Status Reports are due within 90 days after the termination date of the grant. All other required Project Status Reports are due as specified in the Grant Agreement.

Submit the reports to:

**Contracts and Grants**

Attn: Joan Pifer

North Carolina Biotechnology Center

PO Box 13547

Research Triangle Park, NC 27709-3547

[Contracts\_Grants@ncbiotech.org](mailto:Contracts_Grants@ncbiotech.org)

Files exceeding 10 pages must be submitted by mail.

* *DO NOT include these instructions as part of your final report.*

*PLEASE NOTE:*

After a grant is closed, participation is expected in biennial surveys to track information on subsequent funding, patents, licenses, publications, jobs, companies created, etc. that are a direct result of the award. This information will be used to demonstrate the impact of our programs and may be collected for up to 10 years.

### Part I: Project Identification

The identifying data in Part I should be the same as those contained in the Grant Agreement. The source and amount of funding, other than Biotechnology Center funds, used to support the project should be reported in this section. If there are no other matching funds, please state “none” in the appropriate space.

### Part II: Public Information Summary

Enter a short Public Information Summary (of approximately 150 words) in the space provided. This summary must be self-contained and intelligible to the lay reader. It should be written as concisely and informatively as possible. Describe briefly: 1) primary objectives and scope of the project, 2) techniques or approaches used, 3) findings, and 4) implications for further research and/or practical applications.

Investigators should be aware that this summary might be used by the Biotechnology Center to answer inquiries by nonscientists about the nature and significance of the research, and to publicize its awards through press releases and newsletters. You may wish to have the Public Information Summary reviewed by appropriate counsel in order to protect your proprietary rights to technologies for which a patent may be, or is being, sought. Scientific jargon and abbreviations should be avoided. If necessary, an additional sheet may be attached.

### Part III: Technical Information

Your technical report must include information pertaining to the following areas. Use the **headings** listed.

If you do not have results in any particular section (such as “abstracts of theses”), include an explanatory statement to that effect.

**A. Technical Description:**

1. Describe the original goals and expectations of the equipment purchase supported by this grant.
2. Explain how the equipment is allowing the facility and/or users to achieve their goals. Very briefly describe current projects underway, include any milestone achievements, etc.
3. If applicable, state how those goals and expectations have been revised or refined during the course of this project, or any issues that have arisen and how they were resolved.

**Institutional Capacity and Infrastructure**

4. How has this project enhanced the university’s   
 research capacity for biotechnology   
 research?

5. Describe additional use or future plans for the   
 equipment.

**B. Additional Research and Funding Support:** Provide a list of additional support for research that this equipment has enabled. Include project title, source, amount, duration, and status of other funding as applicable. Also include any additional funding (such as related equipment grants) that this grant has enabled.

**C. Abstracts of Theses:** Self-explanatory.

**D. Publication Citations:**  For publications (in press or submitted) include the title, journal or other reference, date submitted, and authors. For abstracts, include the organization or meeting addressed, place, date, and authors. Provide a copy of publications, abstracts, or manuscripts. (The Biotechnology Center should be acknowledged in all publications resulting from this award, per the terms of the grant award.)

**E. Collaborators:** Provide a list of users and others associated with the project. Include title or status, e.g. associate professor, graduate student or postdoctoral.

**F. Inventions or IP steps:** Briefly describe any inventions, invention disclosures, patents, patent applications, or licenses that resulted from this grant or the projects supported by this equipment.

**G. Other:** Include any other material or information that is either specifically required in the grant agreement (e.g. special technical reports or products such as films, books, studies, conference proceedings, etc.) or that you consider would be useful to the Biotechnology Center.

### Part IV: Signatures

The report must be signed by the principal investigator and an authorized institutional official.