Bi-Annual Review of Research Centers/Institutes

Reporting Period:

Reporting Research Center/Institute: 

1. Overview and Executive Summary

Provide a brief description and main research focus of the center/institute to include date of inception, mission, history and any changes that have occurred since the original scope of the Center/Institute. Two Page limit.
2. Organizational Structure

Insert Organizational Chart

Center/Institute Staff (Please complete the chart below):

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Professional, Technical or Administrative</th>
<th>Office Location</th>
<th>FTE</th>
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Center/Institute Affiliated Faculty (Please complete the chart below):

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
<th>College</th>
<th>Description of participation in Center/Institute</th>
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Provide a list of undergraduate, graduate and postdoctoral researchers contributing to the center/institute activities.

<table>
<thead>
<tr>
<th>Name</th>
<th>Undergrad/Grad</th>
<th>Major</th>
<th>Advisor</th>
<th>Anticipated graduation date</th>
<th>Source of Funding (if funded)</th>
<th>Total amount funded this year</th>
<th>Publications with citation</th>
<th>Activities contributing to center/institute goals</th>
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Provide list of Advisory Committee Members

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<tr>
<th>Name</th>
<th>Organization represented</th>
<th>Term on Committee</th>
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3. **Description of Space** currently occupied, space challenges and plans for expansion or move to a new location.

4. **Research Activity:**

*Research Proposals Submitted* during the reporting period – please include the following for each proposal by either listing below or attaching a spreadsheet with the requested information.

- Project Title:
- Funding Agency:
- PI & Percent of Credit:
- Co-PI & Percent of Credit:
- Other Faculty or Staff Collaborating on the Project:
- Short Description of Project:
- Project Period:
- Requested Funding:

*Funded Research Awards received* during the reporting period - please include the following for each award by either listing below or attaching a spreadsheet with the requested information.

- Project Title:
- Funding Agency:
- PI & Percent of Credit:
- Co-PI & Percent of Credit:
- Other Faculty or Staff Collaborating on the Project:
- Short Description of Project:
- Project Period:
- Award Amount:
- Expenditures as of (ENTER DATE):

*Funding received in the form of a Gift received during the reporting period – please include the following for each gift.*

- Donor:
- Purpose of Gift:
- Amount:
Provide a **list of publications** published during the reporting period by the Center/Institute (including books, journal articles and reports). Please provide this list in APA style.

Provide a **list of intellectual property and/or licensing agreements** made through the Office of Commercialization and Innovation

5. **External/Internal Collaborators**

   **External Collaborations Formed** (list name and type of organization, i.e. academic, private, public and briefly describe their participation in research activities)

   **Internal Collaborations Formed** (list name of departments, colleges, and other research center/institutes, and briefly describe their participation in research activities)

6. **Honors & Awards**

7. **Description of public service and/or outreach events**

   Date:
   Location:
   Audience:
   Purpose:
   Number Attended:

8. **Other Information:** Provide any other information deemed relevant to the evaluation of the ORU’s effectiveness, including an updated five-year projection of plans and resource requirements where feasible.

9. **List the top three goals/objectives for the coming year.**