

**Damon Runyon Fellow’s Final Progress Report**

|  |  |
| --- | --- |
| **Fellow:** | **Mentors:** |
| **DRQ:**      - | **Award Term:**      - |
| **Institution:** | |
| **Project Title:**  *Have there been any significant changes to your project?*  yes |  no | |
| **Fellow’s Signature:** | **Mentors’ Signature:** |

*All progress reports are kept strictly confidential. The reports serve as an auditing tool to monitor research progress and assure that the Fellow’s research is on target with the funded project.*

**Final Progress Report Instructions:**

Along with this completed cover sheet, please include:

1. A summary of research performed during the period of the Fellowship and evaluation of the results. The summary should be technical, but targeted to a general scientific audience. It should be sufficiently detailed such that the Fellow’s research activities over the award period are clearly articulated. The report should include a statement highlighting the relation between computational work and cancer research. Figures and references may be included if appropriate. The report must be signed by both the Fellow and the Mentors. The report should not exceed three pages.

2. Two abstracts (one lay and one scientific) of their accomplishments over the term of the award.

3. A bibliography of all publications resulting from the research (submit pdf copies of publications).

4. A request for Open Access fee reimbursement, if applicable.

5. A list of conferences and seminars attended, and presentations given during the award year.

6. A brief description of collaborations and partnerships related to the Damon Runyon-funded research, with either academic and/or industry scientists. Please identify your collaborator(s) and their academic/industrial affiliation(s).

7. A statement indicating how the Damon Runyon award made a difference to the Fellow.

8. A statement of future plans.

9. An up-to-date *curriculum vitae*.

10. A brief summary, **from the Mentors**, assessing the Fellow’s scientific progress and professional development.

11. A completed intellectual property disclosure form.

**Please email these items (with scanned copies of signed forms, where applicable) as attachments to** [**shannon.donovan@damonrunyon.org**](mailto:shannon.donovan@damonrunyon.org)**.**

|  |
| --- |
| **Please answer the following questions and use the space provided for any related commentary:** |
| Did you receive your full stipend? |
| How did you use your $2,000 expense allowance? |
| Did your institution use any part of this money without your consent? |
| Comments: |