

**Damon Runyon-Scholars Program for Advancing Research and Knowledge Final Progress Report**

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| **Scholar:** | **Report Year:** |
| **Institution:** | **Mentor:** |
| **SPK:**      - | **Award Term:**      - |
| **Project Title:** | |
| **Scholar’s Signature:** | **Mentor’s Signature:** |

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

**Report Instructions:**

Along with this completed cover sheet, please include:

1. A detailed summary of research performed during the period of the award and evaluation of the results. The summary should be technical, but targeted to a general scientific audience. The summary should be sufficiently detailed such that your research activities over the award period are clearly articulated but should not exceed three pages. Figures and references may be included if appropriate**.**

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

3. A bibliography of all publications resulting from the research (submit pdf copies of publications). Please include publications that are in preparation, in preprint, in submission, and/or in revision.

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

5. 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).

6. A brief description of your participation in any community-based educational mentorship program (e.g. STEM or Diversity, Equity and Inclusion initiatives).

7. A statement indicating how SPARK made a difference to you.

8. A statement of future plans.

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

10. A brief letter **from your Mentor**, assessing your scientific progress and professional development.

11. A list of Living Allowance expenses including amounts, use of funds, and dates.

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

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| **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 $2,500 travel allowance? |
| Did your institution use any part of this money without your consent? |
| Permanent email address: |
| Comments: |