

Instructions

This report has been structured to give us the information we need to monitor the success of the project grant program. We do not expect long and involved answers; please try to keep responses **brief** (bullet points or a few sentences) and **directed at a general audience**. If we require more detail on an answer we will contact you to follow up. If you are unclear about what information you should include, please contact us to clarify.

Please type your report using this electronic form template using 11 point arial. You are welcome to add or delete rows from tables as required.

The end of project report is due 3 months after the completion of the project. As some outcomes take time to be realised, we will ask you to complete a very short update report 12 months after completion of the project to give us information on any new developments since this report (e.g. papers published, further funding etc).

1. Project details

Project title	
Year grant awarded	
CIA	
Date report completed	

2. Explanation of the delay to the project

Please give a brief explanation of the reasons the project has been delayed and the impact this has had on the project (e.g. changes to the expected completion date, modifications to the research aims etc).

3. Research aims

Aim	Description	Has the aim been achieved?	Explanation (if not fully achieved)
1		Choose an option	
2		Choose an option	
3		Choose an option	
4		Choose an option	
5		Choose an option	

4. Knowledge Production

4.1 Academic publications

Include any publications aimed at an academic audience e.g. papers, book chapters, books, reports. Please only include publications **directly resulting** from the funded research. Including papers in draft is optional.

Full reference	Status	CCWA acknowledged (yes / no)?
	Select status	
	Select status	
	Select status	
	Select status	

Are you expecting to submit further publications in the future directly relating to the work of this grant? Yes / No

4.2 Academic presentations

Including conference presentations, posters, invited talks etc. Please only include presentations **directly relating** to the funded research.

Full reference (incl. author(s), title, conference / meeting name, location, year)	Type	Level	CCWA acknowledged? (Yes / No)	Any extra comments
	Select type	Select level		
	Select type	Select level		
	Select type	Select level		
	Select type	Select level		

Are you expecting to give further presentations directly relating to the work of this grant? Yes / No

4.3 Awards (if applicable)

Any awards received relating to the work undertaken in the project.

Award name	Who awarded to	Date awarded	Details

4.4 Patents / Intellectual Property (if relevant)

Please give details of any patents or other intellectual property developed as a result of the project.

5. Increased Research Capacity

5.1 Funding / resources

5.1.1 Top-up funding / institutional support

Please give details of any additional top-up funding or in-kind support for this grant provided by your institution.

Description of support (inc buildings, laboratory space, resources etc offered in support of the project as well as any cash contributions)	Who from (ie institution / department name)	Cash or in-kind	Amount (\$) if applicable

5.1.2 Further research funding directly related to this project

Please list all funding applications (pending and successful) for research that this project has directly contributed to.

Grant title	Funder name	Funding scheme name	Status	Amount (\$)	Start date	Duration
			Select status			
			Select status			
			Select status			

6. Community engagement & dissemination

6.1 Consumer / community participation in the research project.

Please give brief details of any ways you involved consumers / community members in your research project and the outcomes of the involvement. This includes any involvement during the project as well as dissemination activities at the end of the project. Note: consumer / community involvement does not include people who were the subjects of your research (e.g. patients involved in trialing a new treatment).

6.2 Industry / government partnerships (if relevant)

Please give brief details of any partnerships or other significant involvement you had with industry and / or government as part of the project and the outcomes of the involvement. This includes any involvement during the project as well as dissemination activities at the end of the project. For example, partnering with an industry body to disseminate new good practice guidelines resulting from the research, involving policy makers on your research steering group etc

6.3 Presentations to non-academic audiences

Please list any presentations given to non-academic audiences e.g. practitioners, policy makers, local community groups. Only include ones **directly related** to the funded research.

Title / topic	Presenter(s)	Who presented to (e.g. event, organisation)	Date	Location	CCWA acknowledged? (yes / no)	Any other comments

6.4 Media

Please list details of any media relating the funded research e.g. newspaper articles, radio interviews, newsletter articles.

Title or topic	Publication / program name	Date published / broadcast	CCWA acknowledged? (yes / no)

6.5 Other engagement / dissemination / translation activities

Please give details of any other engagement, dissemination or translation activities for the project not covered previously (if applicable).

7. Any other comments

Space for you to mention anything else important you think we should know and for any comments you would like to make to the donors who funded your project.

8. About completing this report

This information is used to help us monitor and improve our processes.

How long do you estimate it took you to complete this report?

Any suggestions for improvements to the reporting process: