**SPU Internal Grant Interim[[1]](#footnote-1) or Final Grant Report[[2]](#footnote-2)**

**Academic Year & Type of Grant (FRG, SERVE or Innovation)**

**PI Name (and Co-PI’s):**

**Original Title of the Proposal:**

The Final Project Report must briefly address the following in 1-2 pages:

1. Summarize the project goals and the activities that took place to meet those goals during the grant period. Note who was involved and if anyone was an SPU student.
2. What were the major findings? If there are no findings or completed work at this time, what did you learn from carrying out this project that could be applicable to future scholarly works?
3. How were or will the results be disseminated (publication, presentation, creative work, etc. – be as specific as possible)? Please add an addendum or link to completed projects or provide a time-line for future dissemination.
4. What future scholarly works will be related to this project?
5. Is there external funding that you would like to pursue with the [Office of Sponsored Programs](http://blog.spu.edu/csfd/external-grantssponsored-programs/)?
6. Did you run into any problems or difficulties in completing the project? How were these resolved?
7. If you had student participation – how did participation in this project further their professional goals or vocational understanding?

1. Faculty with a multiple year grant or asking for an extension or reallocation of their grant monies must complete as much of this form as possible as an interim grant report before multiple year disbursement, extension or reallocation can occur. [↑](#footnote-ref-1)
2. When electronically submitting your report to CSFD, please cc: your chair and/or dean (whomever received your original grant notification). [↑](#footnote-ref-2)