UAB Center & Institutes Progress Report Form FY 2025

Instructions for Use:

Completing this form: Please complete all required sections of this character-limited, fillable form. This progress report should report on activities from FY 25 (October 1, 2024 – September 30, 2025), as well as proposed activities for FY 26 (October 1, 2025 – September 30, 2026). Any additional materials outside the scope of what is required by this form will not be considered.

Submitting this form: Please complete this progress report form and save it as a single PDF. Do not attach any additional, non-required pages. All progress reports are due by close of business on Friday, August 15, 2025 through [InfoReady](https://uab.infoready4.com/).

*Note: Center and institute websites should be up to date and include accurate information relevant to the current fiscal year.*

|  |  |
| --- | --- |
| Center or Institute Name |  |
| Director Name |  |
| Director School/College |  |
| Director Department |  |
| Director Division (if applicable) |  |
| Associate Director Name(s) |  |
| Administrator Name |  |
| Website URL |  |
| Primary Oracle Acct # |  |
| Additional Oracle Accts # |  |

Section 1: FY 25 goals - State at least three overarching goals that the center or institute had for FY 25 AND how each goal was addressed (*500 characters max per goal*).

Goal 1:

Goal 2:

Goal 3:

Others:

Section 2: FY 26 goals - State at least three overarching goals that the center or institute has for FY26 AND how the center or institute plans to implement each goal (*500 characters max per goal*).

Goal 1:

Goal 2:

Goal 3:

Others:

Section 3: Impact - Include a narrative summary that demonstrates the center or institute’s impact on UAB at large, describing specific contributions to UAB’s enterprise in reference to topical areas below. *Be specific about projects, initiatives, accomplishments that would not happen if not for the center or institute.*

*All University-Wide Interdisciplinary Research Centers (UWIRCs) are required to complete ALL sections of the progress report form. If the reporting center or institute is not a UWIRC (e.g., it is a school-based center or institute) and a specific topical area in Section 3 is not relevant to the center or institute, enter “N/A”).*

* 1. Research & Scholarship: Describe how the center or institute contributed to major scientific breakthroughs, publications, seminars/workshops, and major extramural research awards (e.g., NIH P30, P50, U01, U54, NSF STCs, ERCs, DOD/DOE/NASA and other large center or institute grants.). (*1500 characters max*)

* 1. Teaching and/or Training Programs: Describe the center or institute’s contributions to teaching and/or training, including major educational or training activities at all levels (undergrad, graduate, post-doc, faculty) and/or planned contributions to institutional teaching or training programs and/or grants (e.g., NIH T32, NIH K12, etc) beyond what already exists in current teaching or training programs. (*1000 characters max*)

* 1. Collaborative Environment & Cores: Describe the center or institute's efforts to create and sustain a collaborative environment within UAB, including collaborative efforts to connect with other schools/colleges, departments, UWIRCs, or other school-based centers and institutes. Include in this section any core facilities that serve the campus community while describing the usage base, available services, and any planned participation in shared instrument applications (e.g., NIH S10, NSF MRI, etc). (*1000 characters max*)

* 1. Community Engagement: Describe how the center or institute engaged the UAB community at large and/or citizens of the city, region, or state. (*1000 characters max*)

* 1. Pilot Programs: Describe the center or institute’s contribution to seed funding for future larger grant. Complete Table 2 for pilot programs (if applicable), including grants awarded and details regarding their impact and outcomes on larger grants submissions and scientific progress (*1000 characters max*)

* 1. Faculty Recruitment/Retention: Describe the center or institute’s contributions ( financial or otherwise) to faculty recruitment/retention. (*1000 characters max*)

* 1. Philanthropy: Describe efforts to advance philanthropy for the center or institute and UAB in general, including relevant donor organizations or individuals that were considered. (*1000 characters max*)

* 1. Entrepreneurship: Describe the center or institute efforts to advance entrepreneurship at UAB (e.g., patent support, UAB startup development, STTR/SBIR funding). (*1000 characters max*)

Section 4: Leadership - Describe the leadership for the center or institute in terms of the director, any associate directors, administrator(s), and any internal or external advisory boards highlighting any planned changes for FY 2026. (*500 characters max*)

Section 5: Membership - Describe the membership of the center or institute.

      # Faculty members

      # Schools/College represented by members (at least three schools must be represented for UWIRCs)

School 1:

School 2:

School 3:

Others:

Describe how the center or institute recruits, selects, and maintains members. (*500 characters max*)

Describe why a faculty member may be interested in membership in this center or institute and how faculty benefit from membership. (*500 characters max*)

Section 6: Expenditures - Complete Table 1 to show how designated funds were used during FY 25. If funds were not spent in a listed category, leave it blank.

|  |  |  |  |
| --- | --- | --- | --- |
| FY 25 EXPENDITURES | | | |
| Table 1 | School/Department/  Division Support Expendituresa | UWIRC Fund Expendituresb | Additional Financial Support Expendituresc |
| PERSONNEL | | | |
| Director(s) |  |  |  |
| Associate Director(s) |  |  |  |
| Administrative Staff |  |  |  |
| PROGRAM & INVESTIGATOR DEVELOPMENT | | | |
| Research & Scholarship |  |  |  |
| Training Programs |  |  |  |
| Collaborative Environment |  |  |  |
| Community Engagement |  |  |  |
| Pilot Programs |  |  |  |
| Faculty Recruitment/Retention |  |  |  |
| Philanthropy |  |  |  |
| Entrepreneurship |  |  |  |
| Unspent Funds |  |  |  |
| TOTAL |  |  |  |

a School/Department/Division Support: Show how any funds from the originating center or institute’s school/department/division support were expended, if any. This may apply to UWIRCs, or school-based centers and institutes.

b UWIRC Funds: If the center is a UWIRC, show how FY 25 UWIRC funds from the UAB Office of Research were expended. If the center is not a UWIRC, this column should be left blank. The total in column a should approximate the amount of FY 25 funding the UWIRC received from the UAB Office of Research.

c Additional Financial Support: Show how funds from any other sources such as extramural support that directly and/or indirectly support the center or institute were expended, if any. This might include center grants, training grants, endowments, foundations, service center revenue, Blazer Fellowships and other student support, cost-shared employee time, or other key sources of support utilized to support center or institute.

SPECIAL NOTE: All school-based centers or institutes MUST report some financial activities in columns b or c. It is strongly advised that all school-based center and institute directors show some dedicated effort provided by a funding source (UWIRC directors and associate directors are required to show dedicated effort).

FOR UWIRCs ONLY: Residual or Reserve UWIRC Funds.

* 1. Amount of residual funds:

* 1. Plan for use of funds:

* 1. Anticipated expenditure date (month, year):

Table 2. Pilot grants awarded: Please list pilot grants that have been funded directly with center or institutes funds since 2022. If the center or institute does not award pilot research funding, leave this table blank.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| FY | Pilot Grant Title | PI Name | Amount ($) | Pilot Grant Outcome(s)a |
| 2022 |  |  |  |  |
| 2023 |  |  |  |  |
| 2024 |  |  |  |  |
| 2025 |  |  |  |  |

a Show how the pilot grant was used to support larger grant submission and outcomes (type and agency for grant, grant outcome), scientific paper(s) or progress otherwise.