



SCJ Centers and Institutes Periodic Progress Report Form (January 2022)
Please refer to Rutgers University Centers and Institutes policy, Section 10.1.5

CHECK ONE:

CENTER

INSTITUTE))

CI NAME: _____

DIRECTOR(S) NAME: _____

PHONE #: _____ EMAIL: _____

CI Periodic Progress Reports should include (as appropriate), but not be limited to, the information specified below. Additional information may be requested by the Dean.

CHANGES FROM PRIOR YEARS: An assessment of changes from prior years in the CI's status.

PROGRESS: A summary of progress toward the objectives cited in the CI proposal document and/or the prior progress report.

OBJECTIVES: Updated short- and longer-term objectives

QUANTITATIVE BENCHMARKS:

- a. In a CI's initial periodic progress report, a listing of quantitative benchmarks should be accompanied by retrospective tables providing historical performance.
- b. In subsequent progress reports, the CI's current performance with respect to its quantitative benchmarks should be added to the data compiled for prior years.
- c. Financial Status. A year-end budget for the last 3 years showing all sources of income (i.e. grants, service fees, membership fees, F&A return, etc.) and expenses. Revenue and expense projections for the upcoming year.

PUBLICATIONS: A listing of publications that are a part of the CI's programs.

AWARDS AND PROPOSALS: A summary of the CI's research and other awards and proposals

(can be obtained from the Office of Sponsored Research).

PUBLIC/PRIVATE PARTNERSHIPS: A summary of public and private partnerships; indicate any resources (both financial and intellectual) that these partnerships have generated.

AUTHORIZED SIGNATURES:

I have read all the relevant Rutgers policies & guidelines pertaining to this request

. Yes No

Director Date

**** OFFICIAL USE ONLY ****

SCJ Faculty Center Committee Comments & Recommendation

Comments:

Recommendation:

Print Name Signature Date

SCJ Dean Comments and Recommendation

Comments

Recommendation

APPROVALS

Note: all Decanal Centers require Chancellor approval

Dean

Date

Chancellor

Date