

Melanoma Research Alliance Annual Progress Report

As part of the stewardship of your MRA award, you are required to provide the following progress report. This report should reflect progress made over the prior award period. Do not repeat any progress from previous reporting periods. The completed progress report must be submitted via proposalCENTRAL (PC). MRA relies on the completeness and timeliness of your responses on these reports when making determinations about continued funding of multi-year awards.

KEY INFORMATION

PI Name (Administrative PI for Team Awards):

Institution:

Project Title:

Award Year (year the project started):

Personnel:

Note that the Awardee must obtain MRA's written approval prior to making any significant changes to the Research Proposal. In addition, if the individual designated as the Principal Investigator in the Award Letter (i) ceases to conduct the Research Proposal; (ii) is unable to continue to serve as the Principal Investigator; or (iii) departs from, or is otherwise no longer affiliated with, the institution named in the Award, Awardee must immediately notify MRA in writing of the same, and shall fully comply with MRA's written instructions regarding the continuation of the Research Proposal. In any of these cases MRA reserves the right to terminate the award or alter the conditions of the award.

1. Has there been any change in key personnel from the original proposal? If yes, please explain. If new key personnel have been added, please provide a biosketch CV.
2. Has the effort level of any of the original key personnel changed significantly? If yes, please explain.
3. Are any such changes anticipated in the next budget year? If yes, please explain.

Budget:

Please provide the following information regarding the MRA Award budget. MRA must be notified of expenditures that deviate by 25% or more than those in the total budget.

1. Have the MRA funds for this project been expended during the year covered in this progress report in accordance with the awarded budget?
2. If not, **has there been any deviation of 25% or more in the total budget** (25% or more of unexpended balance)? If yes, please explain.

3. Are any such deviations anticipated for the next budget year? If yes, please explain.
4. Below, please provide a summary of expenditures for the use of MRA funds in the year covered by this progress report.

Final period dates:	
Type of Expense	Subtotal
Personnel services (salaries, fringe)	
Operating expenses (supplies, communications, etc.)	
Meetings and travel	
Equipment (PCs, printers, etc.)	
Patient care:	
Contracts/consulting	
Other (specify)	
Total	

Notes:

PROGRESS SUMMARIES

Note that any problems, delays, or adverse conditions that will or may materially affect the Research Proposal, its objectives, or time schedules, together with proposed Awardee actions to address such problems, delays, or adverse conditions must be provided to MRA.

Provide the following information about the findings and activities from the performance of the research proposal **during the prior award period. Do not repeat any progress from previous reporting periods.**

Lay Progress Summary: Briefly describe the progress of your research toward the specific aims in your proposal in lay/non-technical terms. Highlight key findings, their significance to melanoma patients and those at risk, and include plans for continuation (250 words or less). **This should not be the abstract you submitted with your proposal. Do not include proprietary information in the Lay Summary since this may be shared with other parties.**

Technical/Scientific Summary: Provide a technical, scientific progress summary **toward all the specific aims** in the proposal. Highlight key findings and plans for continuation in 2 pages or less. You must notify the MRA if the scope or direction has changed for any aim, or if new aims been added. If so, please describe.

RESEARCH OUTCOMES

List outcomes of the MRA-funded research for this period including the following:

Publications: Provide a list of all published or in press articles (in standard reference format including the names of all authors) based on research funded in whole or in part by the MRA award. **Include only those publications describing research that was funded in whole or in part by the MRA (MRA is acknowledged in the paper).**

Attach to this progress report or email copies of all publications regarding the Research Proposal to lbl@curemelanoma.org.

Presentations: Provide a list of meeting abstracts and/or presentations (include title, name of meeting, and date) **that reported on research funded in whole or in part by the MRA award.**

Funding: MRA supports efforts by its awardees to leverage MRA funds toward securing additional resources from other sources. List sources and amounts of any new funding secured by virtue of the MRA award during this award period. **If new funding has been secured, is there any overlap with the MRA Award? If yes, please explain.**

Source	Amount \$	Overlap (If yes, please explain)

Intellectual Property or Companies Formed: List and/or describe all inventions, discoveries, improvements, resulting from MRA-funded work. For any such patent applications and issued patents, provide titles, dates and numbers. List any companies that have been formed as a result of technology arising from the MRA award.

Collaborations: Provide information on new collaborations formed with other researchers and institutions/organizations/companies related to MRA award during this award period (list and describe).

Clinical Metrics (if applicable): Provide the following additional metrics for MRA-funded clinical investigations conducted during this award period:

Number (clinicaltrials.gov identifier) and title of newly opened or progress towards clinical trials in melanoma:

Patient enrollment targets and actual accrual:

Current protocol document (PDF), **if changed from the original protocol:**

APPROVALS and QUESTIONS

Questions about this report or requests to changes to the budget, key personnel, project duration or scope should be directed to Laura Brockway-Lunardi, PhD, MRA Scientific Program Director at lbl@curemelanoma.org or 202-336-8937.

SIGNATURES

Signature of PI

Date

Address (if changed from original application):

Phone (if changed from original application):

Signature of Institutional Official

Date

Name:

Title:

Address:

Email:

Phone:

Template last updated January 27, 2014