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**Australian Type 1 Diabetes Clinical Research Network
Career Development Award**

**Annual Progress Report**

|  |  |
| --- | --- |
| Grant Key | **X-CDA-YYYY-XXX-X-X** |
| Project Title | **<ENTER TITLE>** |
| Clinical Trial Registration no. | **ACRN XXXX or N/A** |
| Progress Report Date | Click here to enter a date. |
| Reporting Period | **From** Click here to enter a date. **To** Click here to enter a date. |



**A Special Research Initiative funded by the ARC**

# Progress report creation, Review and approval

## RMS360 Reminder

* A progress report reminder will appear in RMS360 under ‘Activities due in 3 months’. Annual Progress Reports are due on 15th January; reporting on the previous twelve months up to December 31st.

## Download the Progress Report template

## Download the Progress Report template from: [www.t1dcrn.org.au/for-researchers/reporting-templates](http://www.t1dcrn.org.au/for-researchers/reporting-templates)

## Update the Progress Report

## Customise the cover page with the requested information

## Customise the footer with the progress report date and the grant key

## Provide a project update per the Progress Report categories

## Other and/or supporting information, such as graphs, tables, figures etc should be included in the Appendices section

## The Progress Report should be named as follows: YYYYMMDD\_Grant Key\_Progress Report

## Upload and submit the Progress Report in RMS360

* Login into RMS360 and upload the Progress Report
* Submit the Progress Report to JDRF for review and approval
* If no further clarification or information is required; the Progress Report will be approved within RMS360 and no further action is required by the PI
* If further clarification or information is required; the Progress Report will be returned via RMS360 to the PI to action accordingly. As above, the revised Progress Report should be uploaded and submitted to JDRF via RMS360

# Project HIghlights and achievements

Please provide an overview of the main Project highlights and achievements to date.

## Overview of Highlights and Achievements (maximum 400 words)

# pROGRESS RELATING TO RESEARCH AIMS

Reminder: Other and/or supporting information, such as graphs, tables, figures etc. should be included in Section 9 Appendices

Please describe research progress and results over the previous 12 months relating to the original aims and any additional aims or hypotheses developed during the course of the project.

## Progress and Results Relating to Original Aims (maximum 600 words)

*NB: There is no need to restate the original aims*

## Additional Aims or Hypotheses Developed, If Any (maximum 600 words)

# General Project INFORMATION

## Project information

### Protocol:

|  |  |
| --- | --- |
| Is the Protocol approved?  | Yes [ ]  No [ ]  N/A [ ]  |
| **If yes,** has a copy been uploaded into RMS360? | Yes [ ]  No [ ]  |
| **If yes,** has a copy of the approval letter(s) been uploaded into RMS360? | Yes [ ]  No [ ]  |
| Comments: |

### Protocol Amendments:

|  |  |
| --- | --- |
| Has the Protocol been amended? | Yes [ ]  No [ ]  N/A [ ]  |
| **If yes**, has the amended Protocol been approved? | Yes [ ]  No [ ]  |
| **If yes,** has a copy of the Protocol been uploaded into RMS360? | Yes [ ]  No [ ]  |
| **If yes,** has a copy of the approval letter(s) been uploaded into RMS360? | Yes [ ]  No [ ]  |
| Comments: |

### Ethics Approval:

|  |  |
| --- | --- |
| Are the Ethics Approvals current? | Yes [ ]  No [ ]  N/A [ ]  |
| **If no,** has the required Ethics approval(s) been applied for? | Yes [ ]  No [ ]  |
| **If yes,** are the Ethics approvals uploaded into RMS360? | Yes [ ]  No [ ]  |
| Comments: |

###  New Ethics Approval:

|  |  |
| --- | --- |
| Have there been any new Ethics Approvals? | Yes [ ]  No [ ]  N/A [ ]  |
| **If yes,** have the new Ethics Approvals been uploaded into RMS360? | Yes [ ]  No [ ]  |
| Comments: |

###  Adverse Events:

|  |  |
| --- | --- |
| Have there been any unexpected adverse events? | Yes [ ]  No [ ]  N/A [ ]  |
| **If yes,** have you reported these to the appropriate regulatory bodies? | Yes [ ]  No [ ]  |
| **If no,** please comment: |

### Compliance with JDRF IP Policies:

|  |  |
| --- | --- |
| Has the Trial been registered on an authorized public register? | Yes [ ]  No [ ]  N/A [ ]  |
| Comments: |
| Has the Research Protocol been submitted for publication?  | Yes [ ]  No [ ]  N/A [ ]  |
| Comments: |
| Has the Statistical Analysis Plan been submitted for Publication? | Yes [ ]  No [ ]  N/A [ ]  |
| Comments: |
| Does the current Data Sharing Plan reflect the Project’s actual data management activities? | Yes [ ]  No [ ]  N/A [ ]  |
| Comments: |
| Have any potentially patentable inventions been conceived or first reduced to practice during this reporting period? | Yes [ ]  No [ ]  N/A [ ]  |
| Comments: |
| Have any patent applications been filed during this reporting period? | Yes [ ]  No [ ]  N/A [ ]  |
| Comments: |

## Staff and training

### Career development

Briefly describe development of the CDA recipient’s career during the reporting period. Include formal or informal training, involvement in scientific seminars, meetings, or workshops, visits to other laboratories, etc.

### Mentoring

|  |  |
| --- | --- |
| Has the CDA recipient mentored any students or staff in the previous 12 months (including teaching and/or supervision)?  | Yes [ ]  No [ ]  |
| **If yes,** please complete the following table: |
| **Name** | **Role** | **Location** | **Start Date** | **Outcomes of the mentee** (e.g. grants, publications) |
|  |  |  |  |  |
|  |  |  |  |  |
| Comments: |

### Key Personnel:

|  |  |
| --- | --- |
| Have there been any changes to the key personnel? | Yes [ ]  No [ ]  |
| **If yes**, has this been updated in RMS360? | Yes [ ]  No [ ]  |
| Comments: |

### New appointments: Please indicate if the person is an Early Mid Career Researcher (EMCR)

|  |  |
| --- | --- |
| Have there been any new appointments? | Yes [ ]  No [ ]  |
| **If yes,** please complete the following table: |
| **Name** | **Role** | **Location** | **Start Date** | **EMCR?** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

### Project Events:

|  |  |
| --- | --- |
| Since the last reporting period, have any members of the study team organised any workshops (including training workshops) or project related meetings. | Yes [ ]  No [ ]  |
| **If yes**, please complete the following table: |
| **Date** | **Purpose** | **Outcome** | **No. of****Attendees** |
|  |  |  |  |
|  |  |  |  |

# Project Progress

## Milestones

### Please provide an update on the Project’s milestones achieved over the last reporting period.

| **Milestone** | **Projected****Completion Date** | **Actual Completion****Date** | **Status** | **Please comment on delays or challenges which impacted on achieving this milestone on time**  |
| --- | --- | --- | --- | --- |
|  | YYYYMMDD | YYYYMMDD | Choose an item. |  |
|  | YYYYMMDD | YYYYMMDD | Choose an item. |  |
|  | YYYYMMDD | YYYYMMDD | Choose an item. |  |
|  | YYYYMMDD | YYYYMMDD | Choose an item. |  |
|  | YYYYMMDD | YYYYMMDD | Choose an item. |  |

### Please also provide details on progress against milestones planned for the future reporting period.

| **Milestone** | **Projected****Completion Date** | **Status** | **Please comment on delays or challenges which will impact on achieving this milestone on time**  |
| --- | --- | --- | --- |
|  | YYYYMMDD | Choose an item. |  |
|  | YYYYMMDD | Choose an item. |  |
|  | YYYYMMDD | Choose an item. |  |
|  | YYYYMMDD | Choose an item. |  |
|  | YYYYMMDD | Choose an item. |  |

# LINKAGES AND CONNECTIVITY

Please provide details on project activities undertaken over the last 12 months and planned for the future reporting period, which has significance in strengthening connection and/or collaboration in the following categories: for example, visiting fellows, engagement with other institutions/hospitals etc

## International (Consider: new collaborations, hosting any international visiting fellows, new sites, industry meetings)

### Current

### Planned for next 12 months

## National (consider: new collaborations, hosting any interstate visiting fellows, new sites, industry meetings)

### Current

### Planned for next 12 months

## Regional

### Current

### Planned for next 12 months

## Leveraged support

Please provide details on any support for this project provided external to your T1DCRN grant, including in-kind support. For example, additional grants/funding; personnel (**including students**) with their own fellowships/scholarships working on the project, or providing their services/input without salary support from your T1DCRN grant; external support to attend meetings/conferences to discuss the project; provision of equipment; etc.

### Opportunities & Support from other funding sources

Please include both support that has already been received as well as that has been applied for but pending decision.

| **Other Support** | **Support received on**  | **Provide details including funding source** | **AUD amount (estimated for non-financial support)** |
| --- | --- | --- | --- |
| Choose an item. | YYYYMMDD |  |  |
| Choose an item. | YYYYMMDD |  |  |

#

# Communications

Please refer to the Funding Agreement with respect to the outlined requirements and responsibilities for Publications and Acknowledgements.

Please provide details of publications (including published abstracts), conference presentations and publicity in the form of transcripts, video or other media links over the last reporting period and planned for the future reporting period. Otherwise please enter “Not applicable for this reporting period”.

## Publications (Please include published and submitted for all members of the study team including students)

### Completed

### Planned for next 12 months

## Invited talks/Conference presentations (Please note this refers to Oral Presentations only).

### Completed

### Planned for next 12 months

## Poster presentations.

### Completed

### Planned for next 12 months

## Media releases/Commentaries (Including social media coverage)

### Completed

### Planned for next 12 months

## TID Community (General Public) engagement

### Completed

### Planned for next 12 months

# CERTIFICATion

I, **Click here to enter text.** , certify as the Principal Investigator, the information contained in this Progress Report represents a true account of the research progress conducted to date.

Contact us

For any queries relating to the Progress Report please contact a member of the JDRF Australia Research Team: [www.t1dcrn.org.au/about-us/contact-us](http://www.t1dcrn.org.au/about-us/contact-us)

# Appendices

Other and/or additional supporting information, such as graphs, tables and figures should be inserted here.