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**Australian Type 1 Diabetes Clinical Research Network
Progress Report**

|  |  |
| --- | --- |
| Grant Key | **X-SRA-YYYY-XXX-X-X** |
| Project Title | **ABC** |
| 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’.
In general:
* Annual Progress Reports are due on 15th February; reporting on the progress of the grant from activation until time of report. Download the Progress Report template

## Download the Progress Report template from[: https://www.t1dcrn.org.au/for-researchers/reporting-templates](https://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: Grant Key\_Progress Report\_YYYYMMDD

## send the draft progress report for review

* Send your draft report to JDRF T1DCRN inbox: crn@jdrf.org.au and cc ychu@jdrf.org.au
* Await approval from JDRF T1DCRN team via email

## Upload and submit the Approved Progress Report in RMS360

* Login into RMS360 and upload the Progress Report

## Review and Approval of the Progress Report in RMS360

* The Progress Report will be approved within RMS360 and no further action is required by the PI

# Project HIghlights and achievements

Please provide an overview of the main Project highlights and achievements experienced and achieved 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 for the grant from activation until time of report relating to the original aims and any additional aims or hypotheses developed during the course of the project.

## 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: |

## Research Team: Members and Training/Development

### Leadership Group Composition:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name | Institution | Role | FTE | EMCR  | Established Research Leader | Research Field (Please specify if external to T1D) |
|  |  |  |  | Yes [ ]  No [ ]  | Yes [ ]  No [ ]  |  |
|  |  |  |  | Yes [ ]  No [ ]  | Yes [ ]  No [ ]  |  |
|  |  |  |  | Yes [ ]  No [ ]  | Yes [ ]  No [ ]  |  |

### New appointments:

Please indicate if new appointment is a student (Honours, Masters, PhD etc) or an Early Mid Career Researcher (EMCR – within 10yr post PhD up to and including A/Prof level)

|  |  |
| --- | --- |
| Have there been any new appointments? | Yes [ ]  No [ ]  |
| **If yes,** please complete the following table: |
| **Name** | **Institution** | **Role** | **Location** | **Start Date** | **EMCR or Student (if so, please indicate type)** |
|  |  |  |  |  | EMCR [ ]  Student: <<insert type>> |
|  |  |  |  |  | EMCR [ ]  Student: <<insert type>> |
|  |  |  |  |  | EMCR [ ]  Student: <<insert type>> |
|  |  |  |  |  | EMCR [ ]  Student: <<insert type>> |
|  |  |  |  |  | EMCR [ ]  Student: <<insert type>> |

### Project Development/Training Events (Attended by members of the research team):

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

### Project Events (Organised by members of the research team):

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

# Project Progress

## Milestones

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

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

| **Milestone** | **Projected****Completion Date** | **Actual Completion****Date** | **Status** | **Please comment on delays or challenges which impacted or will impact 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. |  |

# Connections and Collaborations

Please provide details on project activities undertaken since the beginning of the grant, as well as any planned for the next 12 months, which has significance in strengthening connection and/or collaboration in the following categories.

For example:

* + visiting fellow
	+ research team member visiting another lab
	+ engagement with other institutions/hospitals

## International (Consider: new collaborations, new sites, industry meetings)

### Current Reporting Period

### Planned for next 12 months

## National (consider: new collaboration, new sites, hosting any international visiting fellows, industry meetings)

### Current Reporting Period

### Planned for next 12 months

## Regional (consider: new collaboration, new sites, hosting any international visiting fellows)

### Current Reporting Period

### 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,
* staff providing their services/input without salary support from your T1DCRN grant;
* external support to attend meetings/conferences to discuss the project;
* provision of equipment; drug etc.

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

### Opportunities & Support from all funding sources separate to this grant

| **Type of Support** | **If *In Kind* or *Other*, please provide detail (eg salary; investigational product; equipment)** | **Start date**  | **End date**  | **Source of Support (e.g. NHMRC; Institution; Industry partner etc)** | **Total Fiscal Amount (please provide estimate for non-financial support)** |
| --- | --- | --- | --- | --- | --- |
| Select from dropdown  |  | YYYYMMDD | YYYYMMDD |  | $ |
| Select from dropdown  |  | YYYYMMDD | YYYYMMDD |  | $ |
| Select from dropdown  |  | YYYYMMDD | YYYYMMDD |  | $ |
| Select from dropdown  |  | YYYYMMDD | YYYYMMDD |  | $ |
| Select from dropdown  |  | YYYYMMDD | YYYYMMDD |  | $ |
| Select from dropdown  |  | YYYYMMDD | YYYYMMDD |  | $ |

#

# Communications

Please refer to the executed contract 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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Citation**  | **Status (eg awaiting publication; submitted etc)** | **Article type (research article; review etc)** | **Peer-reviewed** | **Additional notes (e.g. front cover; subject of editorial etc)** |
|  |  |  | Yes [ ]  No [ ]  |  |
|  |  |  | Yes [ ]  No [ ]  |  |

### Planned for next 12 months

## Invited talks and Conference presentations

Please note this refers to Oral Presentations only, including seminars

### Completed

### Planned for next 12 months

## Poster presentations

### Completed

### Planned for next 12 months

## Media Releases/News Commentaries (Including social media coverage; radio; newspapers etc)

### Completed

### Planned for next 12 months

## T1D Community (General Public) engagement

### Completed

### Planned for next 12 months

# CERTIFICATion

I, Insert Name , 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 the JDRF T1DCRN research team via email: crn@jdrf.org.au and cc ychu@jdrf.org.au

# Appendices

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