

LSDF Grant Semi-annual Progress Report Template

LSDF gathers and analyzes the impact of its awards to assess return on investment and demonstrate responsible stewardship of funds to the Washington State Legislature, the LSDF Board of Trustees, and the general public. LSDF anticipates that the work of its grantees will have a wide variety of impacts – in life sciences competitiveness, health, and the economy - some difficult to measure. To help analyze the impact of its awards, LSDF requires semi-annual progress reports during the term of a grant. Reports are due immediately after each six-month period. Post-award reports are also required but are discussed separately.

This is the template for submitting progress reports to LSDF. **Unless otherwise indicated, report only on your LSDF-funded work.** If a field or question does not apply to your LSDF-funded work, choose or enter N/A. Where it is necessary to describe work not funded by LSDF to answer coherently, be sure to indicate this.

Unless otherwise indicated, you do not need to report events (e.g., a new collaboration) that you've previously reported, but you should report any changes or progress. Do not include any personally-identifiable health data that may compromise an individual's privacy.

OVERALL SUMMARY OF PROGRESS

A. Progress of your LSDF-funded work

Summarize, in an uploaded document, the progress of your LSDF-funded work during the most recent reporting period. This should provide a comprehensive narrative that gives a picture of the prior six months.

- Include the milestones that are applicable to this period, as listed in your grant agreement, and your progress against each. If you made progress on or met a milestone applicable to a previous or future reporting period, please cite that milestone and describe the progress. If you have not made the expected progress on a milestone, please explain why and how you intend to accelerate progress, or alternatively, if the milestone needs to be adjusted.
- Describe, separately and even if duplicative of progress against milestones, the significant events during the reporting period, key findings, changes in personnel, unanticipated obstructions, notable results, etc.
- Describe, separately and even if duplicative of progress against milestones, any issues or questions that you would like to bring to the attention of LSDF program staff.

ENHANCING RESEARCH COMPETITIVENESS

B. Notable events that increase competitiveness and dissemination

1. List any publications in peer-reviewed journals, and include citation impact (for previously-reported publications, where applicable). (2,000 character text box)
2. List any high-profile presentations or publication in a non peer-reviewed publication. (2,000 character text box)

3. List any recognitions, for you, lab members, department, organization, etc. (2,000 character text box)

C. Non-profit collaborations

1. Have any new collaborations developed during the reporting period as a result of the LSDF-funded work? A collaboration is loosely defined as a working relationship with another investigator, ranging from an exchange of materials or ideas to a new joint research project. If yes, please describe briefly.

(yes/no)

If yes: (2,000-character text box)

If yes, number of collaborations within your organization: (user-entered number)

If yes, number of collaborations outside of your organization: (user-entered number)

If a collaborator is outside of your organization, list: (2000-character text box) and choose the county of that organization if within Washington State or “outside Washington” if not (fixed list of WA counties plus an “outside Washington” choice). (need to allow multiples)

HEALTH IMPACTS

D. Health-care impacts of your LSDF-funded work

Answer each of the following questions in an uploaded document, for the current reporting period. Answer each question, with N/A if not applicable to your work. Cite evidence, methodology, measurement criteria, pre/post assessments, etc.

1. Discuss your progress towards improving health outcomes.
2. Discuss your progress towards translating* your work to widespread clinical use.
3. Discuss your progress towards increasing efficiency in the healthcare system.
4. Discuss your progress towards decreasing healthcare costs.
5. Report the number of research subjects enrolled in your LSDF-funded work. This figure should be **cumulative** (to date), **not** for the reporting period.

*”translation” includes commercialization

ECONOMIC IMPACTS

E. Employment impacts associated with LSDF-funded work

1. Complete the table below, using the average during the reporting period. These are numbers during this reporting period, regardless of previously-reported periods, and apply to your LSDF-funded work.

Supported by LSDF funds:

# of individuals	FTE (0.05-1.0)	Annual salary range
		<\$20K
		\$20K-\$40K
		\$40K-\$80K
		\$80K-\$120K
		\$120K-\$180K
		>\$180K

Number of LSDF-funded, newly-created positions*	(user-entered number)
Number of research subjects/patients/clients involved:	(user-entered number)

Not supported by LSDF funds, i.e., expend effort on your LSDF-funded work but do not receive LSDF funds. For example, a postdoc donating 2% time to your LSDF work would count here; a senior investigator attending a seminar on your work would not.

# of individuals	FTE (0.05-1.0)	Annual salary range
		<\$20K
		\$20K-\$40K
		\$40K-\$80K
		\$80K-\$120K
		\$120K-\$180K
		>\$180K

- Describe any notable personnel recruitments, promotions, or retentions related to your LSDF grant during the reporting period. Position types include scientific (postdoctoral fellow and higher rank), medical (house staff, clinical research staff), and key administrative (e.g., high-level coordinators, executive director, program manager) staff. (2,000-character text box)
- Has your LSDF-funded work resulted in additional economic impacts such as recovered work time for patients? (2,000-character text box)

*All key staff types, including collaborators, are included, e.g., scientific, medical, technical and administrative staff. Patients/subjects/clients are not counted for these purposes.

F. Intellectual property

- Have you submitted any invention disclosures during the reporting period? (yes/no)
If yes, how many? (user-defined number)
If yes, describe in general terms the subject matter of each disclosure. (2,000-character text box)

2. Have you or your employer applied for or been issued (need to differentiate) any patents during the reporting period? (yes/no)
If yes, please list each by title, country of filing and reference number: (2,000-character text box)

3. Have you generated any copyrightable material (e.g., software), trademarks, or tangible materials (e.g. cell lines, clones, transgenic mice, software) of commercial value during the reporting period? (yes/no)
If yes, please describe each material briefly (2,000 character long paragraph)

4. Report outcomes from your required annual meeting with your organization's technology transfer office.

G. Corporate collaboration:

Complete the table below, for the current reporting period. If you have previously reported the information below, but the collaboration is still active or additional benefits have accrued, etc., please report on the current status. Where your answer is none or not applicable, enter None.

Number of companies collaborating in your LSDF-funded work during the reporting period:	(user-defined number)
Name(s), city, state, and if in Washington, county of company/ies collaborating in your LSDF-funded work during the reporting period:	(user-defined 255 character field)
Cash/grants contributed by company/ies to your LSDF-funded work during the reporting period:	(user-defined number)
Benefits accruing to company/ies based on participation in your LSDF-funded work during the reporting period:	(2000 character long paragraph)
Name(s), city, county state, and if in Washington, county of company/ies attracted to or retained in Washington during this reporting period:	(user-defined 255 character field)

H. Licensing activity

During the reporting period:

1. Has there been any licensing activity with start-up companies (generally, a recently formed company that has not received substantial investment capital) for intellectual property or tangible materials produced in your LSDF-funded work? yes/no

If yes, describe briefly, including city, county, state, and if in Washington, county of the company/ies (2,000 character long paragraph)

2. Has there been any licensing activity with established companies (a company that has been in business for an appreciable period of time and that has received substantial investment capital) for intellectual property or tangible materials produced in your LSDF-funded work? yes/no

If yes, describe briefly, including city, county, state, and if in Washington, county of the company/ies (2,000-character long paragraph)

Has any licensing or royalty income been received for intellectual property or tangible materials produced in your LSDF-funded work? Yes/no

If yes, please describe briefly (2000 character long paragraph)

If yes, please enter total gross income (user-defined number)

I. Start-up companies

1. Have you or your collaborators created a company as a result of or in conjunction with your LSDF-funded work? (yes/no). If yes:
 - a. Describe the source and magnitude of any investment capital raised: (2,000 character long paragraph). Is any investment attributable to the results of your LSDF-funded work?
 - b. Have any SBIR/STTR or other grant awards been made to the startup, and if so, please describe and include the grant amount(s): (2,000 character long paragraph)
 - c. What is the total employment at the start-up in FTEs? (user-defined number)
 - d. If any students, postdoctoral fellows, medical residents, and other trainees have been hired into the company, please indicate their number (zero if none): (user-defined number)
 - e. Does the company have any products in the market? (yes/no). If yes, please describe briefly (255-character)

J. Follow-on funding

1. Have you or your collaborators received any grants or gifts enabled by your LSDF funding? (yes/no)
 - a. If yes, what is its/their source (e.g., federal, corporate, foundation): 255-character
 - b. If yes, what is the purpose of the funding? (2000 character long paragraph)
 - c. If yes, what is its value? (user-defined number)
 - d. If yes, how did LSDF funding enable this grant?