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| CFAR Progress Report Instructions & Examples (Rev. 12/16/11) |
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**NIH CENTERS FOR AIDS RESEARCH (CFAR)**

**P30 NONCOMPETING CONTINUATION (Type 5) APPLICATIONS**

Supplemental Guidance for Applicants using PHS 2590 Form

**I. Introduction**

These guidelines provide information about the preparation of your P30 noncompeting continuation (Type 5) application (“Progress Report”) for the NIH CFAR <http://grants.nih.gov/grants/funding/2590/2590.htm>. The narrative and appendix templates and instructions provided here are designed to solicit information about the CFAR program that can be used by NIH Program Officials to:

* Describe the benefits of the CFAR program to NIH Institutes and Centers (ICs) that are considering participating in the program;
* Justify continuation of the program to currently participating NIH ICs, AIDS researchers, Congress, and the public;
* Assess the progress of individual CFARs in:
  + Accomplishing their previous year’s specific aims,
  + Modifying, as needed, their next year’s plans in response to the evolution of the research environment of their institution(s) and to feedback from their users and advisory committees (external and internal),
  + Providing “value added” activities,
  + Shaping the AIDS research agenda at their institution(s), and
  + Increasing the number of independent, NIH funded HIV/AIDS researchers.

**II. Content of the Progress Report. The narrative should:**

1. Be explicit…Make it easy for NIH readers to tell others exactly what Value Added your CFAR provided
2. Be organized…Make it easy for NIH readers to locate the same information in the reports of multiple CFARs
3. Be brief…Don’t pad the narrative and don’t report information in more than one place in the narrative.
4. Be original…Don’t provide information that you have reported in previous progress reports.
5. Be quantitative…Provide numerical summaries of anything for which this information would be useful to an NIH reader
6. Be comprehensive…Provide particulars for every project and person supported by the CFAR. Put this information in tables in the appendix.

**III. Format of the Progress Report narrative** (PHS 2590 Form, Rev 06/09, Form Page 5)

• Adhere to all NIH formatting guidelines re: margins, font, and line spacing.

• Use the attached templates to report information for the Directors Overview, existing Cores and Scientific Working Groups (SWGs), and new Cores and SWGs.

• Use the Core letters and titles (e.g. Core A: Administrative, Core B: Developmental, etc.) found in the most recent competing application. New cores should NOT re-use a previously deleted letter or title.

• Use the SWG numbers and title (e.g. SWG 1: HIV and Aging, SWG 2: Non-human Primate Models of AIDS) found in the first application that proposed them. New SWGs should NOT re-use a previously deleted number or title.

**IV. Submitting your Progress Report**

*Deadline:*

Progress reports allow NIH to assess the need to continue support and must be submitted **two months** before the beginning date of the next budget period. For example, if your budget year begins on August 1st, your Progress Report for the current reporting period is due on June 1st.

*Forms:*

Use the **PHS 2590** form set (<http://grants.nih.gov/grants/funding/2590/2590.htm>)

*Pre-populated face pages*:

PIs registered in the NIH eRA Commons have access to pre-populated face pages via Status. For more information on the NIH Commons, see: <http://commons.era.nih.gov/commons/index.jsp>.

*Submit to:*

Division of Extramural Activities Support

OER National Institutes of health

6705 Rockledge Drive, Room 2207, MSC 7987

Bethesda, MD 20892-7987 (for regular or US Postal Service Express mail)

Bethesda, MD 20817 (for other courier/express mail delivery only)

**Simultaneously, send a courtesy copy of the application and appendices by email and FedEx to:**

Candice Beaubien, MPH

Division of AIDS

National Institute of Allergy and Infectious Diseases

Room 4219, MSC-7626

6700-B Rockledge Drive

Bethesda, MD 20892-7626 (overnight mail - 20817)

beaubiencm@niaid.nih.gov@niaid.nih.gov

**V. Questions**

Candice Beaubien at [beaubiencm@niaid.nih.gov](mailto:beaubiencm@niaid.nih.gov) or (301-496-4136)

Ann Lee at [anamkung@niaid.nih.gov](mailto:anamkung@niaid.nih.gov) or (301-496-9176)

**DEFINITIONS**

**CFAR Beneficiary:** An individual who receives assistance of any sort from the CFAR. Not all CFAR beneficiaries are counted as CFAR users.

**CFAR Member:** There is no official NIH CFAR definition of a CFAR “member.” Each CFAR should establish its own criteria for membership in the CFAR.

**CFAR User:** A CFAR beneficiary who is eligible to serve as PI on any NIH funding mechanism. *Only CFAR Users are counted when filling out Appendix A or sections I.A and I.B in the Director’s Overview*.

**CFAR User Categories:** All CFAR users will fall into one or more of eight categories. All CFAR users will fall into Categories 1-4. Some CFAR users may also fall into Categories 5-8

NIH FUNDING HISTORY CATEGORIES:

* + - **NIH AIDS PIs:**
      * Category 1: Individuals who have ever been the PI on an R01 equivalent grant in HIV/AIDS (R01 equivalents include R01, R23, R29, R37 and, after 2008, DP2).
    - **NIH PIs being brought into AIDS research**:
      * Category 2: Individuals who are or have ever been the PI on an R01 equivalent grant, *but never in HIV/AIDS*
    - **AIDS-research Pipeline**: (Categories 3-4)
      * Category 3: NIH “New Investigators,” An NIH definition that encompasses individuals who have received funding as a PI directly from NIH\*, but not yet at the R01 equivalent level.
      * Category 4: CFAR Users who have not yet received direct funding from NIH\* as PI or Co-PI funding on any NIH grant mechanism

\*Individuals whose only NIH funding at the PI or PD level has come *indirectly* from NIH, for example via an NIH CFAR Administrative Supplement, fall into Category 4

SPECIAL EMPHASIS CATEGORIES:

* + - **Developmental Core Special Emphasis**: (Categories 5-6)
      * Category 5: Recipients of Core B research funding, mentoring, and/or other services
      * Category 6: Recipients of NIH CFAR administrative supplements
    - **NIH Special Emphasis**: (Categories 7-8)
      * Category 7: Members of underrepresented groups in AIDS research. These include African-Americans, Hispanics, American Indians, Alaska natives, native Hawaiians, and Pacific Islanders.
      * Category 8: Women.

**Funded Research Base (FRB)**: The total dollar amount of research funding that the NIH CFAR counts when determining, during competitive review, whether a given CFAR will receive funding at the Tier 1, Tier 2, or Tier 3 level. Not all NIH funding mechanisms are included when calculating the FRB and not all projects funded through allowable mechanisms are eligible for inclusion in a given year’s FRB. See the CFAR PA for more details.

**FRB Project**: A project appearing on the “Allow” tab of an FRB Excel spreadsheet. FRB projects should receive attention from the CFAR.

**FRB Report:** An Excel spreadsheet provided annually by the NIH CFAR that contains a list of projects that are counted in a CFAR’s FRB for a given NIH fiscal year.

**Percent Use:** The percent of a Core’s total time spent on CFAR activities during a reporting period that was spent on a particular Core Usage table entry (see Appendix F). Total percent use should add up to 100%.

**Project Period**: Five-year increments of funding from NIH. E.g “3rd” project period.

**Project Year**: An individual CFAR’s fiscal year, counted from its first year of NIH funding. E.g YR12 = 12th year of NIH funding, aka the second year of the third project period, assuming a 5 year D-CFAR project period.

**“****R01 Equivalent” Grant:** NIH considers the following mechanisms to be “R01 equivalents:”   
R01, R23, R29, R37 and, after 2008, DP2.

**Reporting Period**: The period of time since the data for the previous progress report was gathered for submission, without reference to a CFAR’s fiscal year.

**Synergy:** A “mutually advantageous collaboration between separate entities.” For the purposes of a CFAR report or application those entities may be two or more separate CFARs (inter-CFAR), two or more Cores and/or SWGs within the same CFAR (intra-CFAR), or between your CFAR and other organization(s) at your institution or beyond (extra-CFAR).

**Value Added**: Resources provided by the CFAR that allow an individual or group to accomplish a goal they otherwise might not be able to accomplish, or simply to accomplish it “better” (more rapidly, more cost effectively, more collaboratively etc.) than they otherwise might, given the limitations imposed by other NIH funding mechanisms*.*

**Value Added Activities**:

**Consultation**: Verbal assistance or feedback in a Core faculty member or staff’s area of expertise*. For example, helping to develop or critique a research study design*

**Equipment/Space**:

Shared Equipment: Access to equipment that a Core user may use on his or her own, assuming the presence of proper training and supervision*. For example, handheld data collection devices or lab equipment.*

Shared Space: Access to research space that a Core user may use to perform studies*. For example, access to space for use in recruiting into or performing clinical or behavioral studies.*

**Materials**: Portable items given to Core Users*. For example, tissue samples, chemicals, labware, and/or documents.*

**Services**:

Developmental Services: Activities that Core staff undertake in order to develop a greater capacity for assisting Core Users in the future*. For example, optimization, standardization, and validation of novel assays.*

Requested Services: Activities that Core staff undertake at the request of a Core User. *For example, performing an already standardized assay.*

**Training**: Imparting knowledge or a skill to a Core User that s/he may later use on his or her own. *For example, teaching someone how to use a piece of equipment, design a study, perform an assay, or do a power analysis*

**Other:** Other value added activities not covered above. *For example, community outreach.*

**Value Added Example:** A well-written value added example has three components:

* 1. A brief description of the situation/achievement to which the CFAR added value
  2. Concrete description of the CFAR contribution
  3. *The outcome resulting from the contribution*

**NARRATIVE TOC:**

Make the progress report narrative easier for NIH readers to navigate by providing a table of contents for the narrative section.

**Directors’ Overview**

I. Information from Current Reporting Period

A. Summary of People and Projects Supported by the CFAR Over Time

B. Description of People and Projects Supported by the CFAR in the Current Reporting Period

C. New Examples of CFAR Synergy

D. New Value Added by the CFAR in the Current Reporting Period

E. Progress in Meeting the CFAR’s Specific Aims

F. Changes Made During the Current Reporting Period

II. Plans for the Next Reporting Period

A. Summary of CFAR Strategic Planning Leading up to the Next Reporting Period

B. Summary of Changes to be Implemented in the Next Reporting Period

III. Top Publications Describing Work Supported by the CFAR

A. Significant Publications that Acknowledge the CFAR

B. Other Significant Publications

**Core A: Administrative**

I. Information from Current Reporting Period

A. Summary of CFAR-sponsored Activities

B. Progress in Meeting Core A Specific Aims

C. Other Core A Achievements

D. Changes to Core A Made During the Current Reporting Period

II. Plans for the Next Reporting Period

**Core B: Developmental**

I. Information from Current Reporting Period

A. Description of People and Projects Supported by Core B

B. Recruitments, Retentions, and Promotions

C. Progress in Meeting Core B Specific Aims

D. Other Core B Achievements

E. Changes to Core B Made During the Current Reporting Period

II. Plans for the Next Reporting Period

III. All Publications Describing Work Supported by Core B

**Core X: [Name]** [Duplicate the below for each Science Core]

I. Information from Current Reporting Period

A. Summary of People and Projects Supported by the Core Over Time

B. Description of People and Projects Supported by the Core in the Current Reporting Period

C. Examples of Synergy

D. Progress in Meeting Core X Specific Aims

E. Other Core X Achievements

F. Program Income

G. Changes to Core X Made During the Current Reporting Period

II. Plans for the Next Reporting Period

III. All New Publications Describing Work Supported by the Core

**SWG 1: X** [Duplicate the below for each SWG]

I. Information from Current Reporting Period

A. Summary of SWG Activities

B. Examples of Synergy

C. Progress in Meeting SWG Goals

D. Other SWG Achievements

E. Changes to the SWG Made During Current Reporting Period

II. Plans for the Next Reporting Period

III. All New Publications Describing Work Supported by the SWG

**PROPOSED CORES:**

**Core X: [Name]** [Duplicate the below for each newly proposed Science Core]

1. Justification
2. Key Personnel
3. Specific Aims
4. Activities
5. Performance Sites
6. Available Resources

**PROPOSED SWGS:**

**SWG X: [Name]** [Duplicate the below for each newly proposed SWG]

1. Justification
2. Key Personnel
3. Goals
4. Activities

**DIRECTOR’S OVERVIEW**

Information in the Directors Overview is intended to summarize, but not replicate, information found elsewhere in the narrative and to report information that is applicable to the CFAR as a whole. Avoid reporting the same item of information in both the Director’s Overview and in individual Core / SWG sections.

**I. Information from** [**Current Reporting Period**](#define_reporting_period)

**A. Summary of People and Projects Supported by the CFAR Over Time**

**All Projects Facilitated by the CFAR, over Time**

Provide the information requested for each year to date that this information has been collected, crossing project periods as necessary\*.

The number reported in the last column (“Total Projects”) should be the sum of all unique projects listed in Appendix A (“NIH grants”) plus all other non-overlapping projects listed in Appendix E.1 and Appendix F (“Other Projects”).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| [**Project Period**](3rd#define_project_period) | [**CFAR Project YR**](#define_project_year) | **NIH Grants** | **+ Other Projects** | **= Total Projects** |
| 2 | 10 |  |  |  |
| 3 | 11 |  |  |  |
| 12 | Appendix A | Appendix E.1, F | [See p. 9](#total_projects) |

\*In the example above, the Urban University CFAR began collecting the requested information in the fifth year of its second project period and is currently in the second year of its third project period.

[**CFAR Users**](#define_cfar_user) **who are NIH AIDS PIs**

The number reported in the last column (“Total NIH AIDS PIs”) should be the sum of all investigators who appear in Table 1 of Appendix A (FRB PIs) plus all non-overlapping “[Category 1](#define_category_1)” CFAR Users who appear in Appendix B.1 (Other NIH AIDS PIs). This total should equal the total number of Category 1 CFAR Users listed in Appendix B.1

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| [**Project Period**](3rd#define_project_period) | [**CFAR Project YR**](#define_project_year) | [**FRB PIs**](Allow#define_frb_spreadsheet) | **+** [**Other NIH  AIDS PIs**](#define_category_1) | **= Total NIH  AIDS PIs** |
| 2 | 10 |  |  |  |
| 3 | 11 |  |  |  |
| 12 | Appendix A: 5 | Appendix B.1: 3 | Appendix B.1: 8 |

**All CFAR Users**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| [**Project Period**](3rd#define_project_period) | [**CFAR Project YR**](#define_project_year) | **All** [**Users**](#define_cfar_user) **Affiliated with Your CFAR** | **+ All Users Affiliated with Another CFAR** | **+ All Other  CFAR Users** | **= Total Users** |
| 2 | 10 |  |  |  |  |
| 3 | 11 |  |  |  |  |
| 12 | App B1-B4: 18 | App B1-B4: 1 | App B1-B4: 3 | 22 |

**B. Description of People and Projects Supported by the CFAR in the Current Reporting Period**

**CFAR Users in the Current Reporting Period**

|  |  |  |
| --- | --- | --- |
| **NIH Funding Category** | | **Number** |
| NIH AIDS PI | 1: [NIH Independent Investigators (AIDS)](#define_category_1) | App B.1 |
| Bringing into AIDS | 2: [NIH Independent Investigators (non-AIDS)](#define_category_2) | App B.2 |
| AIDS-research Pipeline | 3: [NIH New Investigators](#define_category_3) | App B.3 |
| 4: [CFAR Users with no prior (non-CFAR) NIH funding](#define_category_4) | App B.4 |
|  |  |  |
|  | Total |  |

|  |  |
| --- | --- |
| **NIH Special Emphasis Category** | **Number** |
| 5: Recipients of Core B awards, salary support and/or mentoring | App B.5 |
| 6: Recipients of NIH Supplement funds | App B.6 |
| 7: Members of [underrepresented groups in AIDS research](#define_category_7) | App B.7 |
| 8: Women | App B.8 |

**All Projects Facilitated by the CFAR in the Current Reporting Period**

|  |  |  |
| --- | --- | --- |
| **Funded by NIH / CFAR** | **Number** |  |
| Projects funded directly by NIH ([FRB](Allow#define_frb_projects) and non-FRB) | App A |
| Projects funded indirectly by NIH through NIH CFAR administrative supplements | App A |
| Projects funded by Core B | App E.1 |
| Subtotal | |

|  |  |  |
| --- | --- | --- |
| **Other** | **Number** |  |
| Projects funded by any other source | App F |
| Unfunded projects | App F |
| Subtotal | |
|  | |  |
| Total | |  |

**C. New Examples of CFAR** [**Synergy**](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/mutually#define_synergy)

Provide selected [value added examples](#define_value_added_example) of synergy that had a particularly positive impact on HIV/AIDS research or community relations.

If your CFAR has no examples of inter-CFAR / intra-CFAR / extra-CFAR synergy to report that occurred since the last progress report was submitted, say so, and erase the relevant subsection(s) below.

**Inter-CFAR:** Between two or more CFARs

* Examples that demonstrate that your CFAR contributes to the collective NIH CFAR value added by engaging in cross-CFAR collaborations and projects.

Between the Urban and Rural CFARs: Design and staffing of an outreach event at the 22nd annual meeting of the American Association of Animal Analysts. The session targeted veterinarian psychiatrists who work with vulnerable populations (homeless zebra fish, meth monkeys, etc) and was intended to make them aware of animal trials and research support services offered through the CFAR network

**Value Added:**

* Core F and Rural CFAR’s Core C collaborated on designing the event’s curriculum and content, in staffing the event, and in providing speakers for the session. *The cross-CFAR initiative prompted the Aardvarks Against AIDS Coalition to publically support their members’ participation in CFAR-supported clinical trials.*

**Intra-CFAR:** Between two or more CFAR Cores and/or SWGs

* Examples that demonstrate that your Cores / SWGs work together to promote HIV/AIDS research.
* Note: Since the goal is to show that none of your Cores / SWGs are “siloed,” try to provide one or more examples for each Core / SWG that engaged in a synergistic activity. On the other hand, do not provide an exhaustive list of every single synergistic activity – provide just a few well-chosen examples

Between Cores F and H: Scientists at the Urban University CFAR developed a cure for HIV.

**Value Added:**

* Core H provided access to a fully staffed and equipped BSL 3 lab space for experiments Dr. Zenith Omega conducted during the development of the aerosolized cure. Concurrently, Core F developed novel statistical methodologies for use during clinical trials to confirm the cure. *As Dr. Omega does not have funds for equipping a BSL 3 lab nor specialized training in biostatistics, this Nobel Prize winning breakthrough could not have taken place without the Urban University CFAR’s assistance.*

**Extra-CFAR:** Between your CFAR and another organization

* Examples that demonstrate that your CFAR engages in collaborations with external entities that can contribute complimentary skills, expertise, or resources
* Examples that demonstrate that your CFAR engages in community outreach in HIV/AIDS

Between the CFAR, the Urban University Department of Art, and the Metro City School Board: The three organizations worked collaboratively to organize a contest for high school students designed to increase awareness of the value of HIV/AIDS research as a career choice.

**Value Added:**

* The CFAR Big Dogs Council provided judges for the event, Core A provided funding for one winner at each participating school to visit the CFAR Southsea Center for Research on Ephemeral Animal Models (SCREAM), and Cores C & D teamed up to provide medical care (Core D) and trained psychologists (Core C) to treat contest winners who experienced physical and/or mental trauma resulting from their trip to SCREAM. *Six months after the contest 70% of contest winners who had completed treatment / left the hospital expressed an interest in pursuing AIDS research as a career*.

**D. New** [**Value Added**](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/better#define_value_added) **by the CFAR in the Current Reporting Period**

The information provided here should include only examples that have not been reported in previous progress reports or that are reported elsewhere in this progress report.

**1. To** [**Women**](#define_category_8) **and** [**Underrepresented Groups in AIDS Research**](#define_category_7)**:**

In responding to this section, provide [value added examples](#define_value_added_example), following the format provided in the example in the “As study subjects” sub-section below. **Provide as many examples as possible within each subsection**.

**As investigators:**

**Value Added:**

**As community partners:**

**Value Added:**

**As study subjects:**

Study staff working on the Chimera study (HPTN 000) needed help recruiting study subjects from groups that are traditionally underrepresented in research; specifically, woman-headed lions (“sphinx”) and female centaurs (“fe-mares”). The study PI also requested help in minimizing participant and staff attrition after the sphinx began blocking exam room doorways and attacking anyone who was unable to answer their riddles.

**Value Added:**

* Core D helped to overcome the largest obstacle to fe-mare recruitment by opening and staffing the CFAR Clinical Research Stables (CRS) on Saturday mornings. Furthermore, Core A minimized mortality-driven attrition by arranging for Urban University undergraduate classics majors to receive practicum credit for waiting at a safe distance beside CRS doorways (extra credit was given to undergraduates willing to wait at an unsafe distance) in order to answer a sphinx’ riddle each time someone needed to enter or leave the study site. *This assistance proved to be crucial in making it possible for HPTN 000 investigators to enroll and retain over 350 study subjects (60% of planned enrollment) within the first year.*

**2. To Co-funding and Participating Institutes and Centers (Ics):**

To the extent possible, provide **1-3** **Value Added examples per funding IC** that illustrate CFAR’s support of the mission of the co-funding and participating Ics.

***Note: This is a crucial section of the Progress Report as you are being asked to provide data that will be used to justify continuing support of the CFAR program by current Ics.***

When responding to this section, follow the format used in the example under “NCCAM” below.

Since many NIH-funded projects are multi-year you may provide anecdotes for the same project across multiple progress reports **if you can provide unique anecdotes in each report**.

**FIC:** (X FRB awards supported) – Draw the number of FRB awards from the current FRB spreadsheet.

The anecdotes for a specific IC do **not** need to be restricted to projects appearing on the FRB spreadsheet. As in the NCCAM example it is possible to say “0 FRB awards supported” for a given IC and still include anecdotal Value Added examples for projects funded by that IC.

* Make the Value Added **brief** and **very** specific.

**NIA:** (X FRB awards supported)

**NCI:** (X FRB awards supported)

**NHLBI:** (X FRB awards supported)

**NIAID:** (X FRB awards supported)

**NICHD:** (X FRB awards supported)

**NIDA:** (X FRB awards supported)

**NIMH:** (X FRB awards supported)

**NCCAM:** (0 FRB awards supported)

In 2009 Dr. John Doolittle expressed an interest in expanding his NCCAM-funded research on evidence-based alternative prevention interventions for Asian water buffalo who have sex with zebras (K23 AT001111) into research on trans-species HIV prevention efforts for bison who have sex with emus.

* Core B brought Dr. George Custer (South Dakota School of Wild West Medicine D-CFAR) to meet with Dr. Doolittle and discuss Custer’s work with bison who are ‘In the Life.’ *Drs. Doolittle and Custer are currently developing an NIH R01 grant application for submission at the September 1 deadline.*

**3. To Other ICs:**

***This section of the Progress Report will be used by the NIH CFAR to help encourage additional ICs to contribute support to the CFAR program****.*

Assist the NIH CFAR in this by documenting the total number of projects funded by a specific Institute or Center that your CFAR assisted during the current reporting period and provide anecdotes that illustrate the Value Added to that IC by your CFAR.

Erase any Institutes for which no anecdotal examples will be provided

**NIAAA:** (X awards supported) The “[number of] awards supported” should come from actual Core usage – it is not restricted only to awards that appear in the “Other” column of the FRB

**NIDCR:** (X awards supported)

**NIDDK:** (X awards supported)

**NINDS:** (X awards supported)

**NINR:** (X awards supported)

**E. Progress in Meeting the CFAR’s Specific Aims:**

Report progress on meeting the specific aims of the overall CFAR, as described in your most current competitive application.

1. *Specific Aim #1.*

Progress Example #1.

**F. Changes That Were Made During the Current Reporting Period:**

**To the CFAR’s Institutional Commitment**

“Institutional commitment” may include dedicated or discretionary funds, space, equipment, personnel, or anything else provided by an outside party to further the mission of the CFAR.

**To the CFAR Internal and/or External Organizational Chart(s)**

If changes have been made to the internal, external, or both org charts describe those changes here and direct the reader to the location of figures displaying the updated chart(s). Place the figure(s) on the first page in which there is space for the full chart to appear. Highlight described changes on the chart itself.

**To the Role or Membership of CFAR-wide Advisory Committees**

For example, an External Scientific Advisory Committee, Internal Scientific Advisory Committee, and/or Community Advisory Board. Changes to advisory committees serving specific Cores or SWGs should be described in the Core/SWG narrative.

**To Existing NIH Core Facilities at the Institution**

If one or more new NIH-funded Core Facilities were added at your Institution(s) during the current reporting period, fill out the table as in the example below. Include even those new Core Facilities that have no CFAR users.

If no new NIH-funded Core facilities were added since the last progress report was submitted say so and **erase the entire table** below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NIH Core** | **Services Offered** | **NIH Grant Number** | **Total Users** | **CFAR Users** | **Justification for Overlap** |
| Flow Cytometry Core | Sorting of neoplastic cells | P30 CA00000 | 35 | 14 | No capacity to sort  HIV-infected cells |
| Biotechnology Prototype Portal | Information across multiple campuses about newly available biotech resources | P30 AI00000 | 371 | 0 | No overlap |

**II. Plans for Next Reporting Period**

**A. Summary of CFAR Strategic Planning Process Leading up to the Next Reporting Period**

Describe the timeline and all planning activities that will affect the period to be covered by the next progress report.

• Time Period:

* Activities

Copies of the agendas for, and reports from, the [name of] committees may be found in Appendix C.

**B. Summary of Changes to be Implemented in the Next Reporting Period**

There is a section within each Core-specific narrative in which future changes (based on advisory committee reports, user feedback, Core evaluation, or other impetus) are described. Summarize the most important changes here using a bullet point format and, for each, reference the Core in which details may be found.

* The Big Dogs Council will meet quarterly, instead of annually (Core A)
* The Prevention Science Core will be using equipment recently purchased by the CFAR to double the range of services available to Core users (Core C).

**III. Top Publications Describing Work Supported by the CFAR**

Provide an annotated list of the top 5-10 most signif**i**cant AIDS-related publications released from your Institution since the last Progress Report submission.

Divide the list into those publications that acknowledge the CFAR in the body of the publication and/or the acknowledgements section and those that do not.

For each citation, follow the format below. Provide citations in alphabetical order by first author, **bold face CFAR authors**. **Do not attach copies of actual publications**.

**A. Significant Publications That Acknowledge the CFAR**

1. Citation

PMCID number: [if available]

Key finding

Provide response here.

CFAR support

List the core(s) that supported the work described in this publication and describe how each helped.

Significance

Provide lay description of the publication’s significance here.

**B. Other Significant Publications**

1. Citation

PMCID number: [if available]

Key finding

Provide response here.

CFAR support

List the core(s) that supported the work described in this publication and describe how each helped.

Significance

Provide lay description of the publication’s significance here.

**CORE A: ADMINISTRATIVE CORE**

List all leadership positions; erase any that do not apply

**PI:**

**[Others]:**

**I. Information From** [**Current Reporting Period**](#define_reporting_period)

**A. Summary of CFAR-Sponsored Activities**

Provide a representative sample of **high impact** [**examples**](#define_value_added_example) that illustrate why it is a good thing that your CFAR offers sponsored events. The details of **all** CFAR-sponsored activities should appear in Appendix D.

• Drs. Mephisto and Moreau have recently begun to host a weekly journal club sponsored by CFAR’s Southesea Center for Research on Ephemeral AIDS Models (SCREAM). The journal club meets as a webinar originating from Dr. Moreau’s undisclosed Island location. Urban University-based members of the journal club take turns assigning readings and presenting on the use of genetic engineering to create animal models not found in nature.

**Value Added:**

* CFAR provides funding for the journal club webinars, space for campus-based members to meet, and heavily insured animal handlers for the “show and tell” portion of each meeting. *Collaborations formed as a result of journal club activities have already led to 21 new applications to the NIH Institute for Zoological Research (NIZR)*.

**B. Progress in Meeting Core A Specific Aims**

As in the example below, list each of Core A’s Specific Aims, and describe **new** progress made since the last progress report was submitted. Use quantitative language when possible and make the [value added](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/better#define_value_added) explicit. **Do not use examples that have been reported in other progress reports** unless you have new information to report specific to that example.

*1) Increase research funding in the area of chimeric virtual animal models.*

* During the current reporting period the Urban University president’s office has contributed substantial new institutional commitment ($600K/yr for 3 years) to expand CFAR’s Southsea Center for Research on Ephemeral AIDS Models (SCREAM) first described in the Year 9 progress report.
* SWG 1 (Artificial, Mythic, and Extraterrestrial Life Forms) participant Dr. N.F.N. Moreau, a new recruit into AIDS research, is now serving as PI for the SCREAM Center, housed on an undisclosed Island location.
* [Other examples]

*2. Recruit three senior and two junior faculty with expertise in trans-species HIV transmission.*

* No new progress to report. This specific aim was completed in Year 09. See that progress report for details.

**C. Other Core A Achievements**

If there are any achievements specific to Core A that have not already been covered in sections A and B above, describe them here as [value added examples](#define_value_added_example).

If there are no additional achievements to report simply state that all Core A achievements related to the current reporting period are described above.

Accomplishment.

**Value Added:**

* Value Added Contribution. *Outcome*

Etc.

**D. Changes to Core A That Were Made During the Current Reporting Period:**

Report here any changes that were made to Core A **leadership**, **specific aims**, **services and activities**, and/or **policies and procedures**. For each change reported, make it clear to NIH readers: a) **what the impetus** for the change was and b) what **benefit(s)** have come from making the change.

**II. Plans for Next Reporting Period**

**A. Changes to be Made in Core A Based on Input from Advisory Committees, User Feedback, and/or Core Evaluation:**

For each change to **leadership**, **specific aims**, **services and activities**, **policies and procedures,** and/or **other** being reported, describe:

• Change:

Basis for Change:

Expected benefit(s) of change:

**B. Changes Based on Other Impetus:**

Describe any Core A changes that are based on an impetus other than input from advisory committees, user feedback, and Core evaluations and describe the impetus for each.

• Change:

Basis for Change:

Expected benefit(s) of change:

**CORE B: DEVELOPMENTAL CORE**

List all leadership positions; erase any that do not apply

**Director(s):**

**Associate Director(s):**

**Assistant Director(s):**

In addition to the narrative below, details of all Core B activities and all required information and documents for current and previous **pilot/seed grant awards and administrative supplements** should be included in Appendix E. These include:

E.1: Details of all Core B Activities

E.2: Abstracts from previously unreported projects

E.3: Outcome Summary, 2000-current (Excel spreadsheet)

E.4: Progress reports, interim (i.e. still active) and final

E.5: Current copies of regulatory documents (IRB, IACUC, etc) for active awards

**I. Information From** [**Current Reporting Period**](#define_reporting_period)

**A. Description of People and Projects Supported by Core B**

The table below should quantify only [CFAR Users](#define_cfar_user). Assistance provided to [beneficiaries](#define_cfar_beneficiary) of Core activities who do not fit the definition of CFAR Users should be described in Section I.D.

The CFAR Users quantified below should also be listed by name in Appendices B1 – B8.

Categories 1-4 refer to a Core User’s NIH FUNDING CATEGORY.

* + - * [Category 1](#define_category_1): Examples of services that Core B may provide to Category 1 researchers include salary support as part of a recruitment / retention package.
      * [Category 2](#define_category_2):Examples of services that Core B may provide to Category 2 researchers include pilot project or administrative supplement funding.
      * [Category 3](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/New#define_category_3): Examples of services that Core B may provide to Category 3 researchers include research funding (through Core B or administrative supplement funding), research career mentoring, and/or salary support as part of a recruitment / retention package.
      * [Category 4](#define_category_4): Examples of services that Core B may provide to Category 4 researchers include research funding (through Core B or administrative supplement funding), research career mentoring, and/or salary support as part of a recruitment / retention package.

**Core B Users in the Current Reporting Period**

|  |  |  |
| --- | --- | --- |
| **NIH Funding Category** | | **Number** |
| NIH AIDS PI | 1: NIH Independent Investigators (AIDS) | App B1 |
| Bringing into AIDS | 2: NIH Independent Investigators (non-AIDS) | App B2 |
| AIDS-research Pipeline | 3: NIH New Investigators | App B3 |
| 4: CFAR Users with no prior non-CFAR NIH funding | App B4 |
|  |  |  |
|  | Total |  |

The total above should equal the sum total of all unique Core B Users for the current reporting period.

Categories 5-8 refer to a Core User’s SPECIAL EMPHASIS CATEGORY.  
**All** Core users will fall into Category 5 and may possibly fall into one ormore of the other categories.

|  |  |
| --- | --- |
| **NIH Special Emphasis Category** | **Number** |
| 5: Recipients of Core B awards, salary support and/or mentoring | App B5 |
| 6: Recipients of NIH Supplement funds | App B6 |
| 7: Members of underrepresented groups in AIDS research\* | App B7 |
| 8: Women | App B8 |

\*African Americans, Hispanics, American Indians, Alaska natives, native Hawaiians, and Pacific Islanders

**All Projects Facilitated by the Core in the Current Reporting Period**

Do not report support for a project funded directly by the NIH (line 1 of table below) **unless Core B provided a service to the project PI that was directly related to that project**. The service(s) provided for a project of this type should be clearly identified in a table in Appendix E.1.

|  |  |  |
| --- | --- | --- |
| **Funded by NIH / CFAR** | **Number** |  |
| Projects funded directly by NIH | App A, E1 |
| Projects funded indirectly by NIH through NIH CFAR administrative supplements | App A, E1 |
| Projects funded by Core B | App E1 |
| Subtotal | |

Do not report support for projects funded by non-NIH sources (line 1 of table below), or for unfunded projects (line 2 of table below) **unless Core B provided a service to the project PI that was directly related to that project**. The service(s) provided for a project of this type should be clearly identified in a table in Appendix E.1.

|  |  |  |
| --- | --- | --- |
| **Other** | **Number** |  |
| Projects funded by any other source | App E1 |
| Unfunded projects | App E1 |
| Subtotal | |
|  | |  |
| Total | |  |

**Application Summary Table**

If more than one type of NIH administrative supplement was received, report each separately.   
Provide details for all applications received in Appendix E.1.

|  |  |  |
| --- | --- | --- |
| **Funding Mechanism** | **Number received** | **Number funded** |
| CFAR03 (2 submission deadlines: 2009B, 2010A) | 18 | 5 |
| NCI Administrative supplement | 5 | 1 |
| NIAID Administrative supplement | 2 | 2 |
| HIV and Aging Scientific Working Group seed grants | 4 | 2 |
| Science communication mentoring – Poster printing grants for poster design mentees | 9 | 9 |

**Mentoring Summary Table**

Provide details of all mentoring activities in Appendix E.1.

|  |  |
| --- | --- |
| **Mentee** | **Mentor(s)** |
| Baba, Ali | Angelika Pickles, Buckeroo Banzai |
| Devi, Durga | Indiana Jones |
| Explorer, Dora T | Christopher Columbus |
| Shango, Bevi | Indiana Jones |
| Who, Doctor | Atom Ant |

**Other Core B Activities Table**

The purpose of this table is to quantify the number served for all Core B activities not described in previous tables.

|  |  |
| --- | --- |
| **Activity** | **Number Served** |
| Salary Support (Recruitment and Retention) | 5 |
| Travel Award for Developmental Core Awardee to present data from pilot project | 3 |

**B. Recruitments, Retentions and Promotions**

Provide the information requested below, per the provided examples. Erase references to any category that is not applicable in this reporting period. For example, if you have no new retentions to report, erase that section rather than reporting “0” people retained.

**HIV/AIDS Faculty – Recruited from other Institutions**

**Alphonse Mephisto, PhD**

Associate Professor; Immunology and Molecular Pathogenesis

Recruited from: University of California at South Park

Research interests: The use of genetic engineering to create artificial animal models for HIV infection.

Dr. Mephisto specializes in creating animals not found in nature and is widely credited with / blamed for having developed the first generation Tamagotchi (although he was cleared of all wrong doing related to the accidental release of Tamagotchi into Japan following a lab accident).

Year 10 interactions with CFAR:Prior to his recruitment, Dr. Mephisto had had no HIV/AIDS research experience. Since arriving at Urban University in Year 10 he has used the services of Core F in the preparation of a Developmental Core application. He is also preparing a separate dual PI application with Dr. Moreau (see below) for the next NIH AIDS deadline. Drs. Mephisto and Moreau are planning to do their research at CFAR’s Southsea Center for Research on Ephemeral AIDS Models (SCREAM).

**Value added during recruitment**:

* Core B collaborated with the Big Dogs Committee to identify Dr. Mephisto as a high priority recruit to fill an Urban University gap in artificial life form design, met with the Department of Immunology and Molecular Pathogenesis about bringing him to the University, is providing research funding through the CFAR03 mechanism, and will assist with the NIH CFAR International Clearance process when that funding is awarded. Core A is providing initial salary support and is organizing a feral Tamagotchi adoption fundraiser; the proceeds of which will be used to supplement CFAR03 funding for the Mephisto lab’s research into the nutritional requirements of vegan-carnivore chimera.

**HIV/AIDS Faculty – Retained**

**Name**

Rank; Department

Research interests:

**Value added during retention:**

* [Be concrete]

**NIH Independent Investigators (Non-AIDS) – Newly Recruited into AIDS Research**

**Alponse Mephisto, PhD:** See above

**NFN Moreau, PhD**

Professor; Immunology and Molecular Pathogenesis

Research Interests: Human-Animal hybrids. In Year 10 a mouse/macaque chimera that he designed solved several barriers to pre-clinical studies.

**Value added:**

* The Island on which Dr. Moreau does his research is leased by the CFAR, Core B is providing CFAR03 funding for his work on adapting his mouse/macaque model for use in AIDS vaccine studies, and has invited him to join the Artificial, Mythic, and Extraterrestrial Life Forms SWG.

**Promotions: Current and Former Core B Mentees**

**Name**

New Rank; Department

**Value added:**

**C. Progress in Meeting Core B Specific Aims**

As in the example below, list each of Core B’s Specific Aims, and describe **new** progress made since the last progress report was submitted. Use quantitative language when possible and make the value added explicit. **Do not use examples that have been reported before** unless you have new information to report specific to the example.

1. *Provide training on the design of effective prevention interventions for trans-species HIV transmission.*

The Urban CFAR has been selected to host HIV/AIDS BISON-CON 2010, the premier international conference for researchers who specialize in studying the health risks faced by dual diagnosis buffalo. Four Core B mentees will be presenting posters at that conference.

1. *etc.*

**D. Other Core B Achievements**

Provide a brief summary of any significant Core accomplishments occurring since the last progress report was submitted that aren’t covered above (e.g., infrastructure awards, workshops, travel awards, providing mock reviews, support for CTSI pilot reviews, and etc.) including support for [CFAR beneficiaries](#define_cfar_beneficiary) who do not fit the criteria for being [CFAR Users](#define_cfar_user). For each item, state the achievement and then briefly and explicitly describe the value added by the Core. If there are no additional key achievements to report state this.

Achievement.

**Value Added:**

* Value Added.

**E. Changes to Core B Made During Current Reporting Period:**

Report here any changes that were made to Core B **leadership**, **specific aims**, **services and activities**, and/or **policies and procedures**. For each change reported, make it clear to NIH readers: a) **what the impetus** for the change was and b) what **benefit(s)** have come from making the change.

Based on feedback from last year’s External Scientific Advisory Committee meeting the Developmental Core formalized a mentoring program in Year 10 that includes the following activities:

* All applicants are now assigned one or more mentors who are responsible for providing assistance in the submission of any internal or external funding applications. These mentors are required to have a successful track record of NIH funding and expertise in the research that is being proposed.
* The Core connects mentees with CFAR Cores and SWGs that could provide training, services, and expertise that may be needed to conduct a proposed project.
* All unsuccessful applicants are encouraged to work with their mentor to obtain advice on resubmitting their application.
* Once an application is funded, the mentee and mentor establish a mentoring agreement and provide feedback on the process at the project’s 6-month mark.

Core B is evaluating the process quarterly to ensure that all mentees are receiving appropriate mentoring support. Evaluations to date indicate that mentees feel more supported in their research careers and express greater confidence in developing and submitting funding applications. Future progress reports will provide an analysis of mentee success rates in having applications funded and findings published.

**II. Plans for the Next Reporting Period**

Please describe what the change(s) will be and why each was made (e.g. advisory committee suggestion, finding from annual user survey, core evaluation by CFAR Director(s), other....).

*For each change, describe an expected, measurable outcome of the change*. **The degree to which the expected outcome did or did not subsequently materialize should be assessed in the following year’s progress report**.

If no changes to Core B are planned, please state that in this section.

* Based on a need to maintain an adequate pool of mentors, previous Developmental Core awardees who have subsequently received their first R01 equivalent grant will be encouraged to “pay it forward” by serving as mentors to junior investigators. *This is expected to increase the number funding applications to Core B that receive competitive priority scores on their first review*.
* Based on a request by Core B mentees for assistance in building skills in science communication, Core B will provide training for and then sponsor a public debate in Year 11 entitled “Rabbit-Rat Chimeras: Easter Egg Laying Muroidea or Sewer Dwelling Oryctolagus? … You Be the Judge.” New CFAR recruit Dr. Alphonse Mephisto will adjudicate the debate. All current Core B mentees will be required to participate. *It is expected that participants will self-report increased confidence in making oral scientific presentations after participating in training for the debate.*

**III. All Publications Describing Work Supported by Core B**

Provide a list of publications published by Core B mentees since the last Progress Report submission. Restrict the list to publications that describe work facilitated by the Core.

Divide the list into those publications that acknowledge the CFAR in the body of the publication and/or the acknowledgements section and those that do not.

For each citation, follow the format below. Provide citations in alphabetical order by first author, **bold face CFAR authors**. **Do not attach copies of actual publications**.

**Publications That Acknowledge the CFAR**

1. Citation

PMCID number: If available

**Other Publications**

1. Citation

PMCID number: If available

**Use this template for all currently funded Science Cores.**

**CORE H: Immunology Core** [Note: If the Core is in its first year of operations and was not proposed in a previous progress report, also fill out a “new Core” template. See page 27]

**Director(s):** List the names of all Directors, Associate Directors, and Assistant Directors, as applicable

**I. Information From Current** [**Reporting Period**](#define_reporting_period)

**A. Summary of People and Projects Supported by the Core, Over Time**

**All Projects Facilitated by Core H, over Time**

Provide the information requested for each year to date that this information has been collected, crossing project periods as necessary\*.

The number reported in the last column (“Total Projects”) should be the sum of all NIH grants supported by the Core, as reported in Appendix A and described in the Core’s Appendix F, plus all other funded and unfunded projects supported by the Core, as described in the Core’s Appendix F.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| [**Project Period**](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/3rd#define_project_period) | [**CFAR Project YR**](#define_project_year) | **NIH Grants** | **+ Other Projects** | **= Total Projects** |
| 2 | 10 |  |  |  |
| 3 | 11 |  |  |  |
| 12 | Appendix A, F: 10 | Appendix F: 5 | 15 |

\*In the example above, the Urban University CFAR began collecting the requested information in the fifth year of its second project period and is currently in the second year of its third project period.

**Core Users who are NIH AIDS PIs**

The number reported in the last column (“Total NIH AIDS PIs”) should be the sum of all Users appearing on your current year’s [Funded Research Base (FRB) report](#define_frb_projects) who received services from the Core (“FRB PIs”) plus all other [CFAR Users](#define_cfar_user) assisted by the Core who have ever received [R01 equivalent](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/R01#define_r01_equivalent) funding in AIDS, regardless of whether or not they are affiliated with your CFAR (“Other NIH AIDS PIs”).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| [**Project Period**](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/3rd#define_project_period) | [**CFAR Project YR**](#define_project_year) | **FRB PIs** | **+ Other NIH AIDS PIs** | **= Total NIH AIDS PIs** |
| 2 | 10 |  |  |  |
| 3 | 11 |  |  |  |
| 12 | Appendix A, B, F: 4 | Appendix B, F: 3 | 7 |

**All Core Users**Do not count [beneficiaries](#define_cfar_beneficiary) of Core activities here unless they meet the definition of [CFAR Users](#define_cfar_user).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| [**Project Period**](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/3rd#define_project_period) | [**CFAR Project YR**](#define_project_year) | **All Users Affiliated with Your CFAR** | **+ All Users Affiliated with Another CFAR** | **+ All Other Users** | **= Total Users** |
| 2 | 10 |  |  |  |  |
| 3 | 11 |  |  |  |  |
| 12 | Appendix B,F: 10 | Appendix B,F: 3 | Appendix B,F: 0 | 13/22 |

“Total Users” numerator = Total Core H Users; denominator = Total CFAR Users (from Appendix B)

**B. Description of People and Projects Supported by the Core in the Current Reporting Period**

The table below should quantify only [CFAR Users](#define_cfar_user). Assistance provided to [beneficiaries](#define_cfar_beneficiary) of Core activities who do not fit the definition of CFAR Users should be described in Section I.E.

**Core Users in the Current Reporting Period**

|  |  |  |
| --- | --- | --- |
| **NIH Funding Category** | | **Number** |
| NIH AIDS PI | [1](#define_category_1): NIH Independent Investigators (AIDS) | App B.1 7 |
| Bringing into AIDS | [2](#define_category_2): NIH Independent Investigators (non-AIDS) | App B.2 3 |
| AIDS-research Pipeline | [3](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/New#define_category_3): NIH New Investigators | App B.3 1 |
| [4](#define_category_4): CFAR Users with no prior non-CFAR NIH funding | App B.4 2 |
|  |  |  |
|  | Total | 13 |

The total listed above should equal the number of unique individuals in Appendices B.1 – B.4 who check off this Core as having provided assistance for them.

|  |  |
| --- | --- |
| **NIH Special Emphasis Category** | **Number** |
| 5: Recipients of Core B awards, salary support and/or mentoring | App B.5 4 |
| 6: Recipients of NIH Supplement funds | App B.6 1 |
| 7: Members of underrepresented groups in AIDS research\* | App B.7 5 |
| 8: Women | App B.8 4 |

\*African Americans, Hispanics, American Indians, Alaska natives, native Hawaiians, and Pacific Islanders

**All Projects Facilitated by the CFAR in the Current Reporting Period**

|  |  |  |
| --- | --- | --- |
| **Funded by NIH / CFAR** | **Number** | 10 |
| Projects funded directly by NIH | App A, F.6 7 |
| Projects funded indirectly by NIH through NIH CFAR administrative supplements | App A, F.6 1 |
| Projects funded by Core B | App F.6 2 |
| Subtotal | |

|  |  |  |
| --- | --- | --- |
| **Other** | **Number** | 5 |
| Projects funded by any other source | App F.6 3 |
| Unfunded projects | App F.6 2 |
| Subtotal | |
|  | |  |
| Total | | 15 |

**Top 3-5 NIH-Funded Projects Supported in Current Reporting Period (Value Added Table)**

The purpose of the following table is to describe the new [Value Added](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/better#define_value_added) provided to those NIH-funded projects that took the most Core effort, were the most scientifically significant, or both.

Because most significant NIH projects are multi-year you may report on a project in multiple progress reports if you update the value added to the project each year.

**Project 1:**

|  |  |  |  |
| --- | --- | --- | --- |
| PI: Banzai, Buckeroo | P01 CA555121 | Title: “Giraffe models of HIV-associated  head and neck cancers” | Purpose: The purpose of this study is to develop innovative cell labeling techniques and tall-animal imaging to monitor the metastatic process and quantitate the growth and spread of orthopically implanted tumors |
| Year:  1 of 3 | **Value Added:** Core H convened a multidisciplinary meeting of senior scientists to develop research questions and study design for the P01 prior to submission. | | |
| Results to date: The study was funded. | | | |

**C. Examples of Synergy**

If the Core has one or more examples of synergy reported in the Director’s Overview (section I.C), refer the reader to that section, do **not** replicate those examples here.

If the Core has no **new** examples of synergy to report, state this.

**D. Progress in Meeting Core X Specific Aims**

For each specific aim, briefly describe progress since the last progress report was submitted and make the value added explicit. Follow the format as in the example provided

*1. To facilitate ongoing basic and translational research in artificial and mythic life forms, including those that are of extraterrestrial origin.*

CFAR helped bring Dr. Francis N ("Frank") Stein into AIDS research by bringing Dr. Dana Scully (Area 13 D-CFAR) to Urban University to meet with Dr. Stein and discuss a collaboration that would expand his research on mermaids (R01 HD012345 – “STD [Sea-Transmitted Disease] Prevention Interventions for North American Mermaids”) to include HIV prevention efforts for extraterrestrial women who have sex with abductees. Through the Artificial, Mythic, and Extraterrestrial Life Forms SWG, the two are currently developing an NIH grant application that will draw on Dr. Scully’s Area 13 study subject cohort.

**E. Other Core X Achievements**

Provide a brief summary of all significant Core accomplishments that have occurred since the last progress report was submitted that aren’t covered sections B, C, or D above.

If this information has not been reported elsewhere, this is a good place to provide a description of activities that support Core [beneficiaries](#define_cfar_beneficiary) who do not fit the definition of “[CFAR Users](#define_cfar_user)” (e.g. graduate students, undergraduates, and community members).

For each item, provide a [value added example](#define_value_added_example) – i.e. state the achievement and then briefly and explicitly describe the value added by the Core that made that achievement possible. If there are no additional key achievements to report state this.

Achievement.

**Value Added:**

* Value Added. *Outcome*.

**F. Program Income**

Describe how much, if any, program income was generated through charge backs by the Core during the current reporting period and detail what the funds were used for. If program income was not generated, please state the reason.

**G. Changes to Core X That Were Made During the Current Reporting Period:**

Report here any changes that were made to Core A **leadership**, **specific aims**, **services and activities**, and/or **policies and procedures**. For each change reported, make it clear to NIH readers: a) **what the impetus** for the change was and b) what **benefit(s)** have come from making the change.

**II. Changes to be Implemented in the** [**Next Reporting Period**](#define_reporting_period)

**A. Changes Based on Input from Advisory Committees, User Feedback, and/or Core Evaluation:**

Describe what the future change(s) will be and why each was made (e.g. External Scientific Advisory Committee suggestion, finding from annual user survey, etc.)

**B. Changes Based on Other Impetus:**

Describe any changes that are based on an impetus other than input from advisory committees, user feedback, and Core evaluations and describe the impetus for each.

• Beginning in the next reporting period all CFAR Core staff, including Core F, will be required to attend monthly diversity training workshops. The impetus for these workshops is a need to prepare for the societal challenges we expect to face once the successful products of CFAR’s new artificial life form design program reach puberty, become old enough to vote, and seek to enter the workforce. CFAR member Dr. Francis N. (Frank) Stein will arrange for guest lecturers.

**III. All New Publications Describing Work Supported by Core X**

Provide a list of publications published by Core X users since the last Progress Report submission. Restrict the list to publications that describe work facilitated by the Core.

Divide the list into those publications that acknowledge the CFAR in the body of the publication and/or the acknowledgements section and those that do not.

For each citation, follow the format below. Provide citations in alphabetical order by first author, **bold face CFAR authors**. **Do not attach copies of actual publications**.

**Publications That Acknowledge the CFAR**

1. Citation

PMCID number: If available

**Other Publications**

1. Citation

PMCID number: If available

**Use this template for currently funded Scientific Working Groups.**

**Name Scientific Working Group**

**Director(s):** List the names the SWG Director(s)

**Date Established:** List the mm/yyyy established

Please complete Appendix G to list investigators involved in each SWG.

**I. Information from Current** [**Reporting Period**](#define_reporting_period)

**A. Summary of SWG Activities**

**Funding applications submitted – Year 12**

Provide the PI, Title of Application, funding mechanism applied for, NIH Institute applied to, and the Outcome, to date.

|  |  |  |  |
| --- | --- | --- | --- |
| **PI(s)** | **Title (Mechanism)** | **NIH Institute** | **Outcome** |
| Beta, Alpha | Eradicating HIV (R01) | NIAID | Under review |
|  |  |  |  |
|  |  |  |  |

**Other Activities – Year 12**

Describe all other activities of the SWG not covered above. Include the number of individuals served by the activity.

|  |  |  |  |
| --- | --- | --- | --- |
| **Date(s)** | **Description** | **Number Served** | **Other Cores, SWGs, Centers, or Departments etc.** |
| 9/5/10 | SWG-hosted Workshop at the fifth annual “HIV Education Conference for Teaching Interdisciplinary Collaboration” (HECTIC) | 48 | Core B |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**B. Examples of** [**Synergy**](file:///C:/Documents%20and%20Settings/anamkung/Local%20Settings/Temporary%20Internet%20Files/Content.Outlook/CJZUMN1U/mutually#define_synergy)

If the SWG has one or more examples of synergy reported in the Director’s Overview (section I.C), refer the reader to that section, do **not** replicate those examples here. If the SWG has no new examples of synergy to report, state this.

**C. Progress in Meeting SWG Goals:**

1. *Goal #1.*

Outcome Measure:

Degree met:

**D. Other SWG Achievements**

Provide [value added examples](#define_value_added_example)

Achievement.

**Value Added:**

* Value Added. *Outcome*.

**E. Changes to the SWG Made During Current Reporting Period:**

Report here any changes that were made to the SWG’s **leadership**, **goals**, **activities**, and/or **interactions with CFAR Cores**. For each change reported, make it clear to NIH readers: a) **what the impetus** for the change was and b) what **benefit(s)** have come from making the change.

**II. Plans for the Next Reporting Period**

**1. Duration:** What is estimated remaining time of the SWG?

**2. Termination:** What outcome, development, or discovery would signal termination of the SWG?

**III. All New Publications Describing Work Supported by the SWG**

Provide a list of publications published by SWG faculty since the last Progress Report submission. Restrict the list to publications that describe work facilitated by the SWG.

Divide the list into those publications that acknowledge the CFAR in the body of the publication and/or the acknowledgements section and those that do not.

For each citation, follow the format below. Provide citations in alphabetical order by first author, **bold face CFAR authors**. **Do not attach copies of actual publications**.

**Publications That Acknowledge the CFAR**

1. Citation

PMCID number: If available

**Other Publications**

1. Citation

PMCID number: If available

**Use this template for new Cores.**

**CORE [INSERT LETTER: AND NAME]**

**A. Justification:**

Describe the purpose of the new Core.

Describe the process of, and rationale for, deciding to add the Core.

Describe the Value Added that this Core will provide.

**B. Key Personnel:**

Provide names, credentials, role, percent effort, background, and responsibilities for each proposed Core leader, as in the example below. Attach a 4-page type NIH biosketch for each person listed.

**Alpha Omega, MD, Director (1.2 calendar months)**

Dr. Omega is Professor of Medicine in the division of Infectious Disease. Her HIV/AIDS-related background and activities include .... Her responsibilities with the Core will include ....

**C. Specific Aims:**

List the new Core’s specific aims. For each one, succinctly define an objective/subjective measure of “success” in achieving the aim.

*1.*

Outcome Measure:

*2.*

Outcome Measure:

*3.*

Outcome Measure:

*etc.*

**D. Activities:**

Provide a bullet list of the Core’s proposed activities, adding / erasing bullets as needed. Erase entire categories for which no activities will be provided*.*

The Core will:

**Provide consultations in the following areas:**

*[Definition: This includes verbal assistance or feedback in a Core faculty member or staff’s area of expertise. For example, helping to develop or critique a research study design*.*]*

•

•

**Provide access to the following shared equipment:**

*[Definition: This includes access to equipment that a Core user may use on his or her own, assuming the presence of proper training and supervision. For example, handheld data collection devices or lab equipment.]*

•

•

**Provide access to the following shared space:**

*[Definition: This includes access to research space that a Core user may use to perform studies. For example, access to space for use in recruiting into or performing clinical or behavioral studies]*

•

•

**Provide the following materials:**

*[Definition: This includes portable items given to Core Users. For example, tissue samples, chemicals, labware, and/or documents]*

•

•

**Perform the following developmental services:**

*[Definition: This includes activities that Core staff undertake on speculation, in order to develop a greater capacity for assisting Core Users in the future. For example, optimization, standardization, and validation of novel assays]*

•

•

**Perform the following requested services:**

*[Definition: This includes activities that Core staff undertake at the request of a Core User. For example, performing an already standardized assay]*

•

•

**Provide training in the following areas/skills:**

*[Definition: This includes imparting knowledge or a skill to a Core User that s/he may later use on his or her own. For example, teaching someone how to use a piece of equipment, design a study, perform an assay, or do a power analysis]*

•

•

**Other**

•

**E. Performance Site(s):**

List the site(s) in which Core activities will take place.

**F. Available Resources:**

This section is used to describe the facilities, environment, and equipment available to the Core. This information will be used to assess the capability of the organization to perform the work of the Core. If there are multiple performance sites, describe the resources available at each site.

**Facilities:**

Identify the facilities to be used by the Core (laboratory, clinical, animal, computer, office, other). Describe only those facilities that are **directly applicable** to the work of the Core.

Describe any special facilities used for working with biohazards or other potentially dangerous substances. Include here any information about Select Agents that would normally be described in the Research Plan of an NIH application.

**Environment:**

Describe how the scientific environment in which the Core will operate (e.g., institutional support, physical resources, and intellectual rapport) contributes to the probability of its success. In describing the scientific environment, discuss ways in which the type of work the Core will support will benefit from unique features of the environment, subject populations, or collaborative arrangements.

**Major equipment:**

Describe any major equipment that will be used by the Core.

**Use this template for proposed SWGs.**

List SWG members in Appendix G.

**Name Scientific Working Group**

**Director:** [insert name]

Add other roles, one per line, if this SWG also has Project Leaders, etc.

Complete Appendix G to list members of the SWG.

**A. Justification:**

Describe the purpose of this SWG.

Describe the process of, and rationale for, deciding to add this SWG.

Describe the Value Added that this SWG will provide.

**B. Key Personnel:**

Provide names, credentials, role, percent effort, background, and responsibilities for each proposed SWG leader, as in the example below. Attach a 4-page type NIH biosketch for each person listed.

**Hippocrates, MD, Director (1.2 calendar months)**

Dr. Hippocrates is Professor of Medical Ethics in the department of Medicine. His HIV/AIDS-related background and activities include .... His responsibilities with the SWG will include ....

**C. Goals:**

List the proposed SWG’s goals. For each one, succinctly define an objective/subjective measure of “success” in achieving the goal

*1.*

Outcome Measure:

*2.*

Outcome Measure:

*3.*

Outcome Measure:

*etc.*

**D. Activities:**

Provide a list of the SWG’s proposed activities, including planned interactions with CFAR Cores.